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MINISTRY of YOUTH & SPORTS

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**Recovery of Economic Activity for Liberian Informal Sector  
Employment (REALISE) Project (P174417)**

**Stakeholder Engagement Plan**

## ACRONYMS AND ABBREVIATIONS

AF	Additional Financing
AFD	Agence Française De Developement
CBO	Community-Based Organization
CLAS	Community Livelihood and Agricultural Support
CERC	Contingency Emergency Response Component
COC	Community Oversight Committee
COVID-19	Corona Virus Disease 2019
CSC	County Steering Committee
EPA	Environmental Protection Agency
EPML	Environment Protection and Management Law
E&S	Environmental and Social
ESF	Environmental Social Framework
ESS	Environment and Social Standard
ESCP	Environmental and Social Commitment Plan
ESMF	Environment and Social Management Framework
FGD	Focus Group Discussion
GBV	Gender-Based Violence
GM	Grievance Mechanism
GRC	Grievance Redress Committee
GRM	Grievance Redress Mechanism
IA	Implementing Agencies
LACE	Liberia Agency for Community Empowerment
LHSR	Liberia Household Social Registry
LIBA	Liberian Business Association
LIPW	Labor-intensive public works
LLA	Liberia Land Authority
LMA	Liberia Marketing Association
LMP	Labor Management Procedure
LRA	Liberia Revenue Authority
LYEEP	Liberia Youth Employability and Empowerment Platform
M&E	Monitoring and Evaluation
MCI	Ministry of Commerce and Industry
MFDP	Ministry of Finance and Development Planning
MGCSP	Ministry of Gender, Children and Social Protection
MIA	Ministry of Internal Affairs
MIS	Management Information System

MoA	Ministry of Agriculture
MoH	Ministry of Health
MoL	Ministry of Labor
MPW	Ministry of Public Works
MYS	Ministry of Youth and Sports
NCD	National Commission on Disability
NGO	Non-Governmental Organization
PAD	Project Appraisal Document
PESS	Pre-Employment Social Support
PIU	Project Implementation Unit
PW	Public Work
PSC	Project Steering Committee
PMT	Project Management Team
RAP	Resettlement Action Plan
RCCE	Risk Communication and Community Engagement
REALISE	Recovery of Economic Activity for Liberian Informal Sector Employment
RPF	Resettlement Policy Framework
SSB	Small to Support Business
SEA	Sexual Exploitation and Abuse
SEP	Stakeholder Engagement Plan
SGBV	Sexual and Gender-Based Violence
SIDA	Swedish International Development Cooperation
YOP	Youth Opportunities Project
WB	World Bank

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## EXECUTIVE SUMMARY

The Recovery of Economic Activity for Liberian Informal Sector Employment - REALISE parent project (P174417) was financed through a US\$5 million IDA credit and a US\$5 million grant. The project aimed to increase income-earning opportunities for vulnerable households in the informal sector whose livelihoods have been negatively impacted by the COVID-19 pandemic. Interventions under the project target to benefit 19,000 households and vulnerable workers in the informal sector in urban Montserrado County (Greater Monrovia). The project has the following four components: (i) grant support to vulnerable households to revive or start small businesses; (ii) temporary employment support and employability development for vulnerable workers; (iii) capacity building and project implementation and coordination; (iv) Contingency Emergency Response Component – CERC.

Faced with multiple challenges, the government requested the World Bank's financial and technical support to coordinate with development partners an increase of safety net intervention coverage through Additional Financing (AF) to REALISE in the amount of US\$20 million. The government recognizes the Bank's convening power and international expertise as key to a coordinated approach in establishing a national social protection platform for supporting the recovery of the poor and scaling up immediate support in both urban and rural areas. The AF draws support from the Crisis Response Window, for which Liberia became eligible in July 2022. It has also mobilized support from the Window for Host Communities and Refugees, the Swedish International Development Agency Corporation (SIDA), and a parallel co-financing will from the French Development Agency (AFD).

This Stakeholder Engagement Plan (SEP) has been prepared by the Ministries of Youth and Sports (MYS), Gender Children and Social Protection (MGCSPP), and Liberia Agency for Community Empowerment (LACE) for the Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project. The SEP aims to facilitate stakeholder engagement throughout the Project's life cycle and across the various project components. This SEP is a 'living document' that will be updated and refined by Implementing ministries/agency throughout the life cycle of the project. The SEP will be the operational tool to define the protocols for the effective engagement of the project communities and other stakeholders in overall project development, disseminating activities, outputs and results, coordinating and holding consultations and developing clear channels of communication of the project to all relevant stakeholders and target audience. The SEP will also describe the Grievance Mechanism that will enable effective communication and engagement.

The REALISE-AF Project is designed *to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food insecure households, and improve efficiency in managing social protection programs in Liberia.* The project has six components namely : (i) Grant Support to Vulnerable Households to Revive or Start Small Businesses, (ii) Temporary Employment Support and Employability Development for Vulnerable Workers, (iii) Program Implementation, Capacity Building and Coordination, (iv) Contingency Emergency Response Component (CERC), (v) Community Livelihood

and Agriculture Support, and (vi) Social Cash Transfer and Strengthening of the National Social Protection System. The project builds on the implementation experience of the Youth Opportunities Project (YOP).

The project's environmental risk is rated *Substantial*, while the social risk is rated *Substantial*. The project risks and impacts will arise mainly from project components 1,2,5 and 6.

Environmental risks that could likely emerge during the implementation of subprojects include:

Improper Management of solid, liquid, and hazardous wastes and hazardous materials (resulting in soil and surface water contamination).

Soil/groundwater/surface water contamination due to the transportation, storage, application, and disposal of agrochemicals.

Pollution due to the burning of grass generated from farm clearing.

Soil erosion and nutrient loss due to land surface exposure to wind and run-off.

Groundwater/surface water pollution because of the application of agrochemicals.

Uncontrolled application of agrochemicals is likely to result in soil/land degradation, air pollution and water bodies, and harmful effects on humans/animals.

Social risks that could likely emerge during the implementation of subprojects include:

claims and complaints about beneficiary targeting/recruitment and selection of subprojects,

inclusion of people who are well connected as beneficiaries to the project,

exclusion of people who are not well connected as beneficiaries to the project,

lack of transparency on grants and payments, v) poor service delivery including delays,

unfair treatment by the service provider/project staff,

discrimination based on sex or other physical and health conditions,

discrimination because of gender orientation and ethnicity, and

failure to meet minimum wage expectations.

It is also likely that temporary restrictions on land use, loss of property, and disruption of access paths, as well as corrupt practices, human rights violations, child labor, and sexual exploitation and abuse, are potential social risks that may arise during the implementation of subprojects and need to be monitored closely. These risks can be readily managed if the project puts qualified Environmental and Social Officers (E&S) staff in place. Several instruments, including the Environmental and Social Management Plan (ESMP), Resettlement Framework (RF), and Resettlement Action Plan (RAP) (if required, the RAP will be prepared) have been prepared and implemented throughout project implementation to mitigate project risks and impacts.

The identification and analysis of stakeholder groups for the REALISE Project include government agencies, development partners, Civil Society and Non-Governmental Organizations, targeted project beneficiaries in urban and rural areas, unemployed youth, women groups, People with Disabilities, farmers, rural communities and interested people from local communities. This stakeholder engagement plan will also set out details of the purpose, timing, and methods of stakeholder engagement and strategy for communication and information disclosure. It will incorporate the views of vulnerable groups.

A provisional budget for SEP activities has been included in the SEP. An estimated amount of US\$146,000 (Two Hundred thousand US Dollars) will be required for SEP implementation and GRM operating costs.

The Project has established a Grievance Redress Mechanism (GRM) to afford affected people and the public the means to submit and get their grievances resolved. The GRM will be operated under the local government structure. LACE, MGCSP and MYS will establish Grievance Redress Committees (GRC) at various levels to receive and resolve grievances relating to resettlement/compensation and disputes. The Grievance Committees (GCs) will receive complaints, register them in a complaint register, and investigate and resolve grievances in a timely fashion. The GCs together with the Project Implementation Unit (PIU) will monitor, and report on the status of the grievances in sex and gender-disaggregated format. The existence and conditions of access to the GRM (where, when, and how) will be widely disseminated within the project areas as part of the consultation undertaken for the project. Consistent with the Parent and REALISE-AF Project, LACE/MYS/MGCSP will establish three levels of Grievance Redress: Community Oversight Committees (COCs) at the community level, the County Steering Committee (CSC) and at the National level.



## 1. INTRODUCTION/PROJECT DESCRIPTION

The Liberia Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project is a social protection project funded with **US\$42 Million (US\$25 million IDA Credit, US\$5 million IDA Grant, US\$2.5 million from SIDA Grant and US\$9.5 million from AFD)** that aims to benefit around **53,650** vulnerable workers in the informal sector in Liberia through Six components, namely: i) Grant Support to Vulnerable Households to Revive or Start Small Businesses; ii) Temporary Employment Support and Employability Development for Vulnerable Workers; iii) Project Implementation and Coordination; iv) Contingent Emergency Response Component; v) Community Livelihood and Agriculture Support (CLAS); and vi) Social Cash Transfer and Strengthening of the National Social Protection System. It is being implemented by the Ministry of Youth and Sports (MYS), Liberia Agency for Community Empowerment (LACE) and Ministry of Gender, Children and Social Protection (MGCSP) of the Government of Liberia with support from the World Bank.

The implementation of REALISE will involve many stakeholders including different groups of beneficiaries<sup>1</sup>, ministries, local government authorities, Non-Governmental Organizations (NGOs) and Community-Based Organizations (CBOs). A clear understanding of the nature, interests and concerns of such stakeholders is crucial for effective design and delivery of the project. This is followed by the establishment of systems at each level that will include 1) support for stakeholder engagement in targeting beneficiaries, 2) selection of beneficiaries, 3) cooperation on addressing the needs of the most vulnerable, including the homeless & jobless, 4) appeals and grievance processes, and 5) information disclosure guided by the World Bank **Environmental and Social Standard 10 (ESS10)**.

### 1.1 Description of REALISE Project

The REALISE Project is a social protection project of the Government of Liberia which is funded by the World Bank, Swedish International Development Agency Corporation (SIDA), and French Development Agency (AFD). The new objective is *to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food insecure households, and improve efficiency in managing social protection programs in Liberia*.

#### **Component 1: Grant Support to Vulnerable Households to Revive or Start Small Businesses**

This component aims to provide support to vulnerable small businesses in the informal sector. The component will support business maintenance and recovery/development with grants and training to existing vulnerable (temporarily closed or at risk of closure) informal small businesses. It will also provide technical support and grants to new small businesses in the informal sector in urban areas (in the second phase of the project). The component will also finance a range of support services, including business skills and development training, and mentoring, and will

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<sup>1</sup> Beneficiaries are the people who benefit from services/cash provided, stakeholders are those who are directly or indirectly impacted by and/or influence decision-making.

actively promote engagement of women in higher productivity (sometimes referred to as ‘male-dominated’) sectors to promote higher earnings among women.

The AF will increase the number of beneficiaries and expand its geographic coverage. The number of beneficiaries will be increased from 4,000 to 4,450 to bring in additional communities from urban areas in Margibi County. Accordingly, eligibility criteria and the targeting tools will be revised from their current focus on the Greater Monrovia area. Furthermore, based on implementation to date, there is a funding shortfall of US\$600,000 to cover the benefit package for beneficiaries and the cost-of-service providers because of higher implementation costs than originally anticipated.

### **Component 2: Temporary Employment Support and Employability Development for Vulnerable Workers**

Activities under this component are expected to positively contribute to climate change adaptation through a series of community-driven development activities that aim to improve the environment and well-being of poor and vulnerable communities. At least 50 percent of subprojects will focus on climate change adaptation and mitigation.

The AF will increase the number of beneficiaries and expand geographic coverage to additional urban areas in Montserrado and neighboring Margibi Counties. The AF will increase the number of beneficiaries from 15,000 to 17,000. Accordingly, eligibility criteria and the targeting tool will be revised from the current focus in the Greater Monrovia area. Support for activities under component 2 will continue to draw from the IDA grant and credit per the parent project. However, to help vulnerable informal sector workers cope with increasing food prices, the Crisis Response Window (CRW) will be used to support the rapid disbursement of labor subsidies to workers participating in Labor-Intensive Public Work (LIPW) activities.

### **Component 3: Capacity Building and Program Implementation and Coordination**

The funding allocation to the component is being increased to reflect the overall expansion of the parent project’s scope. Also, a sub-component will be added to reflect the addition of MGCSF as one of the implementing partners. The component will continue to finance costs related to project management and coordination, audits, communication, training, and monitoring and evaluation (M&E). The funding allocation is being increased to enable implementing agencies to expand technical support to additional activities and reflect the extended project duration. With the expansion of the project’s locations to counties outside of Montserrado, the component will support the recruitment of county-level consultants to supervise the implementation of activities as deemed necessary. Moreover, a stronger emphasis on rigorous evaluation and monitoring will be introduced, with a focus on the use of technology to enhance remote monitoring. The project’s overall management costs remain capped at 12 percent of the financing and will be carefully monitored throughout implementation to mitigate the risks of cost overruns. The changes to the sub-components are provided below.

#### **Sub-component 3a: Capacity Building and Project Implementation and Coordination for MYS**

The additional cost to this subcomponent will support MYS’s role in the overall coordination of the project’s expanded scope under the AF. This will involve organizing activities and coordinating amongst actors involved in the implementation of the project, including capacity and systems

building. Specifically, capacity building will include technical assistance (TA) to community structures involved in project implementation, in addition to the design and rollout of comprehensive M&E activities. The Ministry will ensure collaboration across sectors and counties, as well as linkages with other areas within the GoL in the overall implementation of the project. The subcomponent will also cover consultant costs, equipment, vehicles, fuel, office space, communications costs, and incremental MYS project-related operating costs for the expanded scope of LIPW.

### **Sub-component 3b: Capacity Building and Project Implementation and Coordination for LACE**

This subcomponent will provide capacity and systems building for LACE for the implementation of Components 1 and 5, building on existing structures and arrangements under the parent project and experiences from the implementation of YOP. The additional cost to this subcomponent will cover consultant costs, equipment, vehicles, fuel, office space, communications costs, and incremental project-related operating costs under LACE to support the implementation of the expanded Support to Small Business (SSB) and the newly proposed component, the Community Livelihood and Agriculture Support (CLAS) component (see below), as deemed necessary.

### **Sub-component 3c: Capacity Building and Project Implementation and Coordination for MGCSP**

The AF will add this sub-component to finance project implementation, management, and coordination of the component implemented by MGCSP, building on the experiences from the Liberia Social Safety Net Project (LSSNP). This includes consultant-related costs, equipment, vehicles, fuel, rental of office space, communication costs, and incremental project-related operating costs –such as to support M&E activities. Also, it will provide capacity building to key stakeholders involved in the implementation (at the national, county, district, and community levels). Additionally, this subcomponent will support knowledge exchange events at various levels, including the National Social Protection Steering Committee Meeting, the Social Protection Technical Working Group Meeting, program and line ministry staff training and travel costs, and relevant technical assistance support and studies.

### **Component 4: Contingency Emergency Response Component (CERC)**

This is a zero-value component to allow for rapid reallocation of project funds from uncommitted resources under other components during an emergency. In the event of an eligible crisis or emergency, the project will contribute to providing an immediate and effective response to such a crisis or emergency.

### **Component 5: Community Livelihood and Agriculture Support (CLAS)-New**

This component is aimed at improving livelihood opportunities and climate resilience for poor and vulnerable populations in rural areas of Liberia, directly responding to the current crisis i.e. high cost of fuel and foods. The component will support up to 16,200 beneficiaries living in rural communities in Lofa, Bomi, Bong, Grand Cape Mount, Gbarpolu, Grand Gedeh, Nimba, and Sinoe Counties with inputs and technical support to engage in community-level farming that will help recover or strengthen their income generation potential. Activities under the component will be like those implemented under the CLAS component of YOP (see summarized lessons learned below) and will provide temporary income support to poor and food insecure households and

livelihood opportunities through communal farming, in addition to life skills training and sensitization of beneficiaries on sustainable agricultural practices. Based on gaps observed and lessons learned from YOP, the AF will include support for market linkages and the development of small-scale community-level infrastructure that facilitates livelihood activities. Specifically, this component would: (i) support Beneficiary Farming Group (BFG) sub-projects with US\$1,800 farm start-up grants to procure inputs; provide life skills training and promote climate-smart agriculture; and offer a labor subsidy of US\$350 to smooth consumption during the lean season. Each beneficiary will be guaranteed 100 days of work per implementation cycle (12 months). The component will also facilitate the transition of beneficiaries to mobile money through the provision of a low-cost mobile phone and SIM card to each beneficiary to enable them to access their labor subsidy payments. (ii) provide **Community Development Support (CDS)** grants of up to US\$1,800 to each participating community to help maintain or improve small-scale common infrastructure identified in consultation with BFGs. It will also provide **Market Linkage Support (MLS)** for beneficiary groups and their communities through technical assistance and business grants. The small-scale and labor-intensive nature of community projects implies they are also likely to be low-carbon activities, while MLS would also promote climate-smart farming.

### **Component 6: Social Cash Transfer and Strengthening of the National Social Protection System-New**

This component will provide income support to poor and food-insecure households in selected counties, as well as support the strengthening of the national social protection system. These two overarching goals are currently being operationalized in the LSSNP and implemented by the MGCSF. Under the proposed AF, the government's ongoing SCT program under the LSSNP will be expanded to support targeted households in Grand Bassa, Grand Kru, Rivercess, and River Gee Counties. The cash transfers will aim to help poor households mitigate economic shocks, smoothen consumption over time, and enable long-term human capital development. Furthermore, to facilitate the effective delivery of cash transfers and improve the targeting of social protection programs more broadly, the AF will also strengthen the national social protection system, including the LHSR and its digital information systems as well as digital payments.

#### **Subcomponent 6A: Social Cash Transfer Program**

This subcomponent aims to support poor and food-insecure households in the selected counties through the provision of SCTs to targeted beneficiaries. Specifically, it would provide income support to about 16,000 poor and food-insecure households in River Gee, Grand Kru, Rivercess, and Grand Bassa Counties through regular cash transfers. These four counties have been selected because they are among the poorest counties<sup>2</sup> outside of Maryland, Lofa, Bong, and Bomi Counties, which are either already covered by the current SCT program or will be covered under AFD's co-financing for the CLAS program.<sup>3</sup>

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<sup>2</sup> Based on the percentage of households living in extreme poverty in these counties, from HIES 2016 data. See Annex 2 for the full list of counties and their poverty rankings.

<sup>3</sup> Lofa, Bong, and Bomi Counties were already identified as locations for the CLAS implementation, following AFD's appraisal mission in March 2022 and the Board Approval in June 2022. The AF identification mission agreed with the principle of distributing the expanded social protection

Consistent with current SCT implementation, preference will be given to females to serve as cash recipients on behalf of their households. The transfers will be delivered digitally, via mobile money, and accompanied by information sessions on using mobile wallets and basic financial planning, further contributing to increasing the resilience of the households through improving financial inclusion and digital literacy. The basic financial planning exercise will be provided for couples, as was done under the current SCT program. Through the financial planning, which will take place during registration and enrollment into the program, beneficiaries will be guided to set goals and plan the use of their cash transfers with their spouses/partners (as applicable). The aim is to increase women's agencies related to financial decision-making while mitigating any possible intra-household conflict related to the use of cash transfers.

### **Subcomponent 6B: Strengthening of the National Social Protection System**

The objective of this sub-component is to improve efficiency, enhance capacity, and strengthen the national social protection system through the continued development of the basic building blocks of a safety net delivery system. Under this subcomponent, the AF will leverage investments made under the Liberia Social Safety Nets Project (LSSNP) to contribute to the further development of social protection systems. Key support will include: (i) expanding data collection for the Liberia House Social Registry (LHSR) to additional counties including targeting and enrolling former Ivorian refugees; (ii) increasing the use of the integrated MIS within the LHSR and continually improving it to allow for enrollment, payment delivery, grievance redress, monitoring and evaluation, and access management by multiple programs ; (iii) strengthening the LHSR by using new data sources and exploring interoperability with other administrative databases in the country in order to improve coordination of social protection interventions across government institutions, civil society and development partners; (iv) exploring alternative approaches to LHSR data collection, case management and enrollment modalities as a means of supporting sustainability; and (iv) assessing existing grievance-redress mechanisms across both the REALISE parent project and LSSNP and identifying potential for streamlining and consolidation--including for cases of sexual and gender-based violence--to improve resolution times and accountability. These activities aim to improve the performance of the social protection delivery system and pave the way to a more adaptive system to support Liberia's preparedness in responding to future shocks.

#### [1.2 Project Locations, Beneficiaries, and Project-Affected People](#)

The primary target group for the project are individuals or households in the informal sector that are poor or who risk falling into poverty due to the impact of COVID-19 and the current global food and fuel crises on their livelihoods. The project will benefit the poor by supporting the development of a safety net system to ensure that single women/elders' households, pregnant women, and women with young infants are considered during the beneficiaries' selection process. While the project will have no upper age restriction, participants in supported interventions must be at least 18 years old. No other age or education restriction will be placed on beneficiaries of

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programs under the AF across 15 counties, so no county gets multiple interventions, which is why Lofa, Bong, and Bomi have not been considered for the SCT program. Maryland has been part of two rounds of the SCT program under the LSSNP.

any intervention under the project. However, given the distribution of the working-age population in Liberia, the expectation is that most beneficiaries for LIPW, SSB, and CLAS programs will be under the age of 35 years. Overall, about 250,000 vulnerable household members living in 14 counties in Liberia, namely Bomi, Bong, Grand Bassa, Grand Cape Mount, Grand Gedeh, Grand Kru, Gbarpolu, Lofa, Margibi, Montserrado, Nimba, Rivercess, River Gee, and Sinoe Counties will benefit from interventions under the project. About 53,650 households will benefit directly from goods or services delivered under the project. Given the different activities to be supported under the project's various interventions, the profiles of beneficiaries will vary.

## 2. OBJECTIVES OF THE STAKEHOLDER ENGAGEMENT PLAN

The SEP provides a framework for stakeholder engagement throughout the life of the project cycle (identification, preparation, appraisal, negotiation, and completion). The SEP has been designed to provide engagement that is effective, meaningful, consistent, comprehensive, coordinated and culturally appropriate, in line with ESS10 objectives and requirements, and with the relevant Liberian legal and regulatory framework and good international practice. Specific objectives of the SEP are:

1. To establish a systematic approach to stakeholder engagement that will help the Government of Liberia, through its project implementing entities, identify stakeholders and build and maintain a constructive relationship with them.
2. To assess the level of stakeholder interest and support for the project and to enable stakeholders' views to be considered in project design and in environmental and social performance.
3. To promote and provide the means for effective and inclusive engagement with project-affected parties throughout the project life cycle on issues that could potentially affect them.
4. To ensure that appropriate project information on environmental and social risks and impacts is disclosed to stakeholders in a timely, understandable, accessible, and appropriate manner and format.
5. To provide project-affected parties with accessible and inclusive means to raise issues and grievances and allow the MYS/LACE/MGCSP to respond to and manage such grievances.

### 2.1 National Policy, Regulatory and Institutional Framework

This SEP incorporates the existing Liberian institutional and regulatory framework within the context of the National and state legal instruments as well as the safeguard compliance requirements of the Environmental and Social Standards (ESSs) of the World Bank.

The 1986 Constitution of the Republic of Liberia acknowledges the right to information under Article 15(c) as a fundamental human right of all citizens. This right will be properly enjoyed when the public is efficiently informed about government interventions to improve the well-being of its citizens.

### 2.2 Liberia's Legal and Policy Framework

Article 7 of Chapter II of the New Liberian Constitution of 1986 provides for full public participation of all citizens in the protection and management of the environment and consultations with, and the involvement of, a cross-section of stakeholders.

The Freedom of Information (FOI) Act 2010 provides for the implementation of the constitutional right to information held by a public institution, subject to the exemptions provided in Chapter 4 of the Act that are necessary and consistent with the protection of the public interest in a democratic society, to foster a culture of transparency and accountability in public affairs and to

provide for related matters. The Act mandates state institutions to uphold the right of a person to access information subject to the provisions of the Act.

Table 1 provides an overview of the laws and policies relevant to the SEP.

**Table 1: Brief Description of the Relevant National Acts and Policies to the SEP**

<b>Policy</b>	<b>Relevance to the Project</b>
National Environmental Policy of Liberia (2003)	The policy supports public consultation. Chapter 6.0 <i>Working with And Through People</i> establishes that the involvement of the citizenry in environmental management is very crucial. People’s participation must be developed and supported by building the capacity of individuals, groups, and communities to create the condition where the public can participate in decisions that affect their environment and working with NGOs, CBOs, PVO’s and Youth clubs should be considered. Only if people are involved, informed, and trained about environmental matters will they appreciate the importance of nature and natural resources. Stakeholder participation should be encouraged to involve everyone in decision-making, planning, and implementation
Environmental Protection and Management Law (EPML 2003)	The EPML as well as the Environmental Protection Agency Act (EPA Act) and the EPA Environmental and Social Impact Assessment Procedural Guidelines provide for the participation of stakeholders at all levels of project implementation in order to ensure that their concerns and inputs are considered as part of the design, planning, project implementation and decommissioning. The law provides provision for public hearing, provides the platforms for complaints by aggrieved persons, and the opportunity to make comments and provide suggestion on project matters
Freedom of Information Action (FOI 2010)	The law grants everyone the right to access public records and information, whether it is in written, printed, audio, visual, or electronic form. Specifically, this includes any document that has been created, received, utilized, controlled, and/or held by any government agency or private organization that distributes or receives public money. They include details regarding an agency’s operations, such as its activities, budgets, and expenditures – how much money was received, spent, and on what – agency policies and decisions, as well as the rationale and explanation for the decision, statistical data, administrative staff manuals laws, rules, and regulations legislation and regulations.
EPA ESIA Procedural Guidelines, 2017	It provides for the participation of stakeholders at all levels of project implementation to ensure that their concerns and inputs are considered as part of the design, planning, project implementation and decommissioning. It further makes provisions for public hearing, requires the development of platforms for complaints by aggrieved people, and the opportunity to make comments and provide suggestions on project matters.



<p>Land use Acquisition Regulations</p>	<p>Land Acquisition in Liberia is governed by the Constitution of the Republic of Liberia of 1986 and the Revised Laws and Administrative Regulations for Governing the Hinterland (RLARGH) of 1949. Article 66 of the RLARGH states that, “title to the territory of the Republic of Liberia is vested in the sovereign state.” The right and title of the respective tribes to land of an adequate area for farming and other enterprises essential to the necessities of the tribe main interest in the land to be utilized by them for their purposes; and whether or not they have procured deeds from Government, delimiting by notes and bounds such reserves, their rights and interests in and to such areas, are a perfect reserve and give them title to the land against any person or persons whomsoever. The article further states that when the tribe should advance, they should petition the Government for the division of the land into family holdings and the Government should grant deeds to each family in fee simple.</p>
<p>The Decent Work Act of Liberia (2015)</p>	<p>The Decent Work Act is the national labour legislation that outlines worker’s rights. The Decent Work Act (2015) contains provisions on several issues including, but not limited to, wages and deductions, working hours and breaks, leaves, labour disputes, and Occupational Health and Safety (OHS).</p>

2.3 The World Bank’s Stakeholder Engagement Requirements

The World Bank’s Environmental and Social Framework sets out the World Bank’s commitment to sustainable development through a Bank Policy and a set of Environmental and Social Standards designed to support projects to end extreme poverty and promote shared prosperity. Environmental and Social Standard 10: Stakeholder Engagement and Information Disclosure (ESS10), sets out the requirements for stakeholder consultation throughout the project life cycle. ESS10 recognizes the importance of open and transparent engagement between the project and stakeholders as an essential element of good international practice. It requires the development of a SEP proportionate to the nature and scale of the project and its potential risks and impacts. It requires the SEP to be disclosed as early as possible, and before project appraisal, and the Borrower needs to seek the views of stakeholders on the SEP, including on the identification of stakeholders and proposals for future engagement. If significant changes are made to the SEP, the Borrower must disclose the updated SEP to stakeholders. According to ESS10, the Borrower should also propose and implement a grievance mechanism to receive and facilitate the resolution of concerns and grievances of project-affected parties regarding the environmental and social performance of the project on time (World Bank 2017: 100). For more details on the WB Environmental and Social Standards, please follow the link below: <https://www.worldbank.org/en/projects-operations/environmental-and-socialframework/brief/environmental-and-social-standards>.

## 2.4 Institutional Framework

### **Ministry of Youth and Sports (MYS)**

The MYS is the lead ministry designated by the Government to oversee youth-related policy and programming, including the REALISE Project. The Ministry is responsible for the formulation and implementation of policies and programs aimed at providing employment for youths and helping them to achieve their full potential, vocationally and culturally, as positively motivated, socially responsible, and economically productive citizens.

### **Liberia Agency for Community Empowerment (LACE)**

LACE is responsible for the management of Component 1 and 5 activities. LACE, MGCSP and MYS will screen all activities under REALISE. If sub-projects or activities are expected to lead to the acquisition of land, involuntary resettlement or loss of access, a Resettlement Action Plan will be prepared. Consultation will be based on the same principles as the SEP.

### **Environmental Protection Agency (EPA)**

The EPA is mandated to set environmental quality standards and ensure compliance with pollution control. It is responsible for the provision of guidelines for the preparation of Environment Assessments and Audits and the evaluation of environmental permits..

### **Liberia Land Authority (LLA)**

The Liberia Land Authority (LLA) was established with the passing of the LLA Act in October 2016. The LLA has the legal mandate for land administration in Liberia. The LLA subsume the Department of Lands, Surveys and Cartography (DLSC) under the Ministry of Mines and Energy, the Deeds Registry currently within the Center for National Documents and Records Agency (CNDRA), and relevant functions from the Ministry of Internal Affairs (e.g., County Land Commissioners).

### **Ministry of Finance and Development Planning (MFDP)**

The MFDP signs off on the Grant Agreement and oversees financial management services through its Project Financial Management Unit (PFMU). The MFDP will lead negotiations on the REALISE project between the Government of Liberia and the World Bank. The MFDP leads the implementation of the National Development programs and coordinates multilateral funding support to the Government of Liberia (GoL). The ministry is the principal authority on fiscal and development planning and executing agency of GoL development programs from a fiscal standpoint.

### **Ministry of Agriculture (MOA)**

Relationships with the Ministry of Agriculture (MOA) will be strengthened. MOA staff will be part of the verification team assisting with crop valuation exercises. The involvement of agricultural extension officers at the local level will be sought to support PAPs whose livelihoods rely on agricultural products.

## 2.4 Previous Stakeholder Engagement Activities

Various stakeholder consultations, both formal and informal, will take place during the design and implementation of the REALISE project. Stakeholder engagement for the parent REALISE Project started early at project identification to allow stakeholders' views and concerns to be considered in the project design. Further stakeholder engagements will be undertaken during the update of the SEP after project effectiveness and the preparation of the Environmental and Social Management Plan (ESMP), and Resettlement Action Plan (RAP), if required, and Gender Based Violence Risk Assessment (GBV), which sought to identify potential environmental and social impacts including GBV from the proposed project activities, and to disseminate and disclose proposed mitigation measures for the REALISE Project.

*Table 2: Summary of Previous Stakeholder Engagement Activities under the Parent Project*

<b>Stakeholder Group</b>	<b>Institutions</b>	<b>Method of engagement</b>	<b>Topic of Consultation/Main observations</b>
Youth Sector Steering Committee	National government, Donor Partners, the private sector, and youth representatives	Focus group discussion (FGD)	All issues related to the project including proposed project objective, components, and activities. As IAs, MYS/LACE/MGCSP explained the objectives and benefits of the project and provided clarifications related to beneficiary selection, project scope, and implementation timelines. Donor partners and other GoL representatives highlighted that the project is timely given the situation in the country. The youth representatives noted the same; however, expressed concerns about the issues facing the informal sector, which was considered during project preparation. UNICEF suggested ensuring that the project design is sensitive to the inclusion of people with disabilities.

### 3. STAKEHOLDER IDENTIFICATION AND ANALYSIS

This section identifies key stakeholders, including individuals, groups, or communities who will be affected or who may have an interest, and who will be informed and consulted about the project. It also identifies and assesses the needs of some disadvantaged or vulnerable individuals or groups, who may have limitations in participating and understanding the project information or participating in the consultation process. Based on this assessment and considering other aspects including stakeholder requirements/ needs and interests, the stakeholder list below is categorized as (i) affected parties; (ii) actors; (iii) other interested parties; and (iv) disadvantaged/ vulnerable individuals or groups. The stakeholder list is a ‘living document’ which will be updated regularly throughout project life as appropriate.

Project stakeholders are defined as individuals, groups, or other entities who:

- a. are impacted or likely to be impacted directly or indirectly, positively, or adversely, by a Project (also known as “affected parties”); and
- b. may have an interest in the Project (known as “interested parties). They include individuals or groups whose interests may be affected by a Project and who have the potential to influence Project outcomes.

REALISE Project stakeholders are grouped into:

- I. **Primary stakeholders:** Individuals, groups, or local communities that may be affected by the project, positively, negatively, directly or indirectly, especially those who are directly affected, including those who are disadvantaged or vulnerable.
- II. **Secondary stakeholders:** Stakeholders who may be able to influence the outcome of the project because of their mandate, relationships, or knowledge about the project, the affected communities, or political influence.

#### Primary Stakeholders

The primary target group to benefit from the project are individuals or households in the informal sector that are poor or who risk falling into poverty due to the impact of COVID-19, poverty of citizens in general the current global food and fuel crises on their livelihoods. Under the REALISE Project, the project will benefit the poor by supporting the development of a safety net system to ensure that single women/elders’ households, pregnant women, and women with young infants are considered during the beneficiaries’ selection process. Overall, about 250,000 vulnerable household members living in 14 counties in Liberia, namely Grand Bassa, Grand Cape Mount, Grand Gedeh, Grand Kru, Gbarpolu, Margibi, Montserrado, Nimba, Rivercess, River Gee, Lofa, Bomi, Bong, and Sinoe Counties will benefit from interventions under the project. About 53,650 households will benefit directly from goods or services delivered under the project. Given the different activities to be supported under the various interventions of the project, the profiles of beneficiaries will vary.

People, groups, and other entities within the Project Area of Influence that are directly influenced (actually or potentially) by the project and/or have been identified as most susceptible to change associated with the project, and who need to be closely engaged in identifying impacts and their significance, as well as in decision-making on mitigation and management measures. The stakeholders in this category identified for this project include:

- Members of poor communities
- Marketers' male and female
- Persons With disabilities (PWDs)
- Petty Traders
- Project Affected Persons (PAPs)
- Local authority or community development authority,
- Communities in the project's planned activities will be the recipients/beneficiaries of the project.
- Women Groups

### **Other Interested Parties (Secondary Stakeholders)**

The project's stakeholders also include parties other than the directly affected communities, including:

- I. Civil society groups and NGOs at the county, national, and local levels, which pursue environmental and socio-economic interests and may become partners of the project.
- II. Business owners and providers of services, goods, and materials within the project area will be involved in the project's wider supply chain or may be considered for the role of the project's suppliers in the future.
- III. Government of Liberia – government officials, permitting, and regulatory agencies at the national and county levels, including EPA, Liberia Revenue Authority (LRA), Ministry of Commerce and Industry, Ministry of Labor, Ministry of Agriculture, Ministry of Internal.
- IV. Mass media and associated interest groups, including local, County, and national printed and broadcasting media, digital/web-based entities, and their associations.

### 3.1 Principles for Stakeholder Engagement

**Openness and life-cycle approach:** This means that public consultations for the project will take place during the complete project life cycle, and will be carried out openly, free of external manipulation, interference, coercion, or intimidation.

**Informed participation and feedback:** This means that: (i) information will be provided to, and widely distributed among, all stakeholders in an appropriate format; (ii) opportunities are provided for communicating stakeholder feedback, and for analyzing and addressing concerns; (iii) information will be provided to women and vulnerable groups like the elderly, the disabled, youth etc. in a manner accessible to them that ensures their effective participation and feedback.

**Inclusiveness and sensitivity:** All stakeholders will be encouraged to be involved in the consultation process. Equal access to information will be provided to all stakeholders. Sensitivity to stakeholders' needs and recognizing and respecting the cultural sensitivities of diverse ethnic groups will be the key principles underlying the selection of engagement methods. Special attention will be given to vulnerable groups, such as women, youth, aged- persons, persons with disabilities, street children, and persons living in flood-prone areas.

**Flexibility:** if social distancing inhibits face-to-face forms of engagement, the methodology should adapt to other forms of engagement, including various forms of internet communication.

### 3.2 Stakeholder Categorization

For effective and tailored engagement, the project stakeholders can be divided into the following core categories:

- **Implementing Agencies**

The only implementing agency/ministries under the project are MYS, LACE, and MGCSP

- **Partner Agencies**

These are the agencies with direct interests and mandates about some project activities. This includes MIA, MCC, PCC, LLA, LRA, LGA, MOL, MPW, MOA and NCD, all of which are represented in the Project Steering Committee or the Project Technical Committee.

#### **Other Interested Parties**

individuals/groups/entities that may not experience direct impacts from the Project but who consider or perceive their interests as being affected by the project and/or who could affect the project and the process of its implementation in some way.

The stakeholders in this category identified for this project include:

- The local population can benefit indirectly from the project.
- Public in targeted areas as well as key social institutions such as district councils, district governors, community chairs, women’s groups (Public Awareness Campaign), academia/universities, etc.
- Ministry of Finance and other government agencies including the Ministry of Internal Affairs, Liberia Land Authority, Ministry of Agriculture, Environmental Protection Agency, and local government institutions.
- Residents and laborers, contractors and sub-contractors, and individuals in the project area.
- Local, regional, and national level civil societies and non-governmental organizations (NGOs) with an interest in institutional capacity building, climate change mitigation, and infrastructure development, and may have in-depth knowledge about the environmental and social characteristics of the project area and the nearby populations, and can help play a role in identifying risks, potential impacts, and opportunities for consideration and address in the assessment process.
- Media and other interest groups, including social media.

**Vulnerable Groups or disadvantaged groups**– persons who may be disproportionately impacted or further disadvantaged by the project(s) as compared with any other groups due to their vulnerable status and may require special engagement efforts to ensure their equal representation in the consultation and decision-making process associated with the project. The stakeholders in this category identified for this project include:

- Elderly
- People with disabilities and their caregivers
- Low-income families, extremely poor, and especially female-headed households
- Petty traders

- Women (lactating, PWDs) particularly women-headed households, or single mothers with underage children with low mobility living in hard-to-reach communities.
- Youth; and
- Females with little or no education.

Special efforts will be made to disseminate project information to these groups and to ensure their inclusion in the stakeholder engagement process. Vulnerable groups and individuals will be updated and consulted through dedicated means, as appropriate throughout the project life cycle.

**Non-governmental organization (NGO):** Non-governmental organizations in the project area include youth groups, women's gender-based advocacy groups, human rights activists, faith-based organizations, NGOs intervening in environmental conservation, etc. They have a high interest in the project.

**World Bank and other development partners:** the activities under the REALISE implementation will be financed by the World Bank. AFD will provide parallel financing.

**Media:** the media including print and electronic media will be utilized to communicate about the REALISE Project activities and progress. The media will as a medium to communicate with stakeholders and a place where they can express their concerns and issues about the project.

*Table 3: List of Affected Stakeholders and Level of Impact*

Level of Influence			
Type of Stakeholder	High Influence	Medium Influence	Low Influence
Affected	Single Women, Small & medium scale farmers, Agri-business investors, cooperative & micro, Youth group,	MOA, Commence MPW, CARI Agriculture National reference Lab, National Standard Lab	<ul style="list-style-type: none"> <li>• Community Base Organization (CBOs)</li> <li>• Service Provider</li> </ul>
Other Interested	Environmental Protection Agency (EPA) Development Partners Office of the President, Financial Institutions Community-Based Organizations (CBOs) Sector Working Group (development partners, CSOs, private sector and academia)	<ul style="list-style-type: none"> <li>• Parliament/ House of Assembly</li> <li>• Media Group</li> </ul>	<ul style="list-style-type: none"> <li>• Civil Society Organizations (CSOs)</li> <li>• Non-Governmental Organizations (NGOs)</li> <li>• Contracted Third Parties</li> </ul>
Vulnerable	<ul style="list-style-type: none"> <li>• Persons with Disabilities (PWDs)</li> <li>• Aged/elderly</li> <li>• Women</li> <li>• Youth/At-Youth</li> </ul>		

	<ul style="list-style-type: none"> <li>• People living in poor farming communities.</li> <li>• Homeless/displaced persons</li> </ul>
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*Table 4: List of stakeholders at different levels under project components*

<b>Project Component</b>		<b>Stakeholders at National, county and district Level</b>		
<b>Component</b>	<b>Subcomponent Description</b>	<b>National level</b>	<b>County/City</b>	<b>District/Community</b>
Component 1: Grant Support to Vulnerable Households to Revive or Start Small Businesses	i) Business maintenance and recovery/development grants and training to existing vulnerable (temporarily closed or at risk of closure) informal small businesses; ii) Technical support and grants to new small businesses in the informal sector in urban areas (in the second phase of the project); iii) Actively promote engagement of women in higher productivity (sometimes referred to as ‘male-dominated’) sectors to promote higher earnings among women.	LACE, MYS, MGCSP, MCI, LIBA, LMA, LRA, MIA, WB, and other development partners	CSCs, CBOs, and City Corporation	Community Leaders, Targeted beneficiary communities, unemployed youth, women groups, Association of People with Disabilities
Component 2: Temporary Employment Support and Employability Development for Vulnerable Workers	i) Labor-intensive public works to smoothen consumption and facilitate reentry into productive employment while improving the environment for the poor and vulnerable in urban areas; ii) Life Skills and Employability development training (personal initiative, leadership, self-efficacy, confidence, time management, basic financial literacy, sexual and reproductive health, sexual exploitation, abuse and harassment at the workplace, and COVID-19 related material).	MIA, MPW, NCD, EPA, MYS, LACE, MGCSP, WB, and other development partners	CSCs, City Corporations, CBOs	Target beneficiary communities, unemployed persons, women groups, and the Association of People with Disabilities



<p>Component 3: Program Implementation, Capacity Building and Coordination</p>	<p>i) Government and other actors' capacity strengthening for the coordination, design, and implementation; ii) Administrative, technical, and financial management of the project by PMT. iii) Coordination among all institutional partners to ensure the efficient flow of information among all actors and coordination with the private sector. iv) Establishment of monitoring and evaluation mechanism of the project's results and impact; v) Development of communication activities to publicize and disseminate project results, best practices, and success stories, and Studies and impact evaluations.</p>	<p>MFDP, MYS, MIA, LACE, MGCSF, WB, and other developments partners</p>	<p>PSC, CBOs, NGOs</p>	<p>The media, CBOs, local leaders</p>
<p>Component 5: Community Livelihood and Agriculture Support</p>	<p>To provide vulnerable community members in rural areas with immediate consumption smoothing support through Community Livelihood and Agriculture Support (CLAS).  To support market linkage for beneficiary farmers and communities, while promoting agro-ecology.</p>	<p>MIA, MOA, MGCSF, LACE, MYS, WB, AFD, SIDA and other development partners</p>	<p>CSCs, CBOs and District offices</p>	<p>Community Leaders, Targeted beneficiary communities, unemployed youth, women groups, farmers Association of People with Disabilities</p>

<p>Component 6: Social Cash Transfer and Strengthening of the National Social Protection System</p>	<p>The component will provide income support to poor and food-insecure households in selected counties, as well as support the strengthening of the national social protection system Expanding data collection for the Liberia Household Social Registry (LHSR) to additional counties</p>	<p>MGCSP, LACE, MYS, MIA WB and other development partners</p>	<p>CSCs, CBOs, and District offices</p>	<p>Community Leaders, Targeted beneficiary communities, women groups, Association of People with Disabilities</p>
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## 4. STAKEHOLDER ENGAGEMENT PROGRAM

### 4.1 Purpose of Stakeholder Engagement Activities and Timing

The main objective of the stakeholder engagement program is to establish dialogue and strengthen primary stakeholder ownership of the project activities throughout the project life cycle. It involves consulting stakeholders on the project objectives and activities and involving them in the preparation and disclosure of E&S instruments (ESMF, ESCP, RF and SEP).

The following key stakeholder engagement activities are planned:

#### 4.1.1 Proposed strategy for awareness raising and project information disclosure

Information about the project and schedule of activities will be shared periodically, as well as information about decisions made to gather people's comments and concerns.

The project information that will be disseminated will cover the following aspects:

- ✓ The purpose, nature, and activities of the project.
- ✓ The duration of the project.
- ✓ The potential risks and effects of the project on local communities, and the measures proposed to mitigate them.
- ✓ Eligibility criteria for vulnerable people.
- ✓ The participation and involvement of stakeholders and local populations.
- ✓ The process envisaged is to mobilize stakeholders.
- ✓ The dates and locations of the planned public consultation meetings, as well as the process that will be adopted for notifications and minutes of these meetings.
- ✓ The SEA/SH-sensitive complaints management mechanism.
- ✓ The nature of the sanctions if there are abuses.

The project will use diverse techniques to establish relationships, raising awareness and engaging in consultations with different stakeholders to disseminate project-related information:

- **Project website:** Once the REALISE PMT has been established, it will set up a website to inform stakeholders about project activities. This site should be regularly updated with new informative messages, press releases and job offers. Said project site will include an area where any interested party can file a complaint. This opportunity will be communicated to the various stakeholders to make it operational.
- **Mass Media:** Newspaper, radio, and online platforms will be used to disseminate information on a large scale, through press releases; reports on the project; launch campaigns, interviews with Project management; organized site visits; etc.
- **Visit to project sites:** Project site visits consist of bringing small groups of stakeholders (local authorities, journalists, representatives of civil society organizations) to visit the

project sites and provide information on the environmental and social impacts and reduction measures. These visits will be organized at least every six months.

- **Project Brochures:** A simplified brochure (in leaflet form) will be developed and will contain the following information: (i) Project objectives; (ii) Main environmental and social impacts of the project; (iii) Project consultation mechanism. This brochure will be updated periodically (semi-annually) during the implementation of the project by integrating the key achievements of the project, the activities to be carried out and the events; etc. Data should be disaggregated by sex and age.
- **Group Discussions:** They will be organized with the beneficiary communities (by age category, by gender, by type of activity) once a year to allow them to give their opinion on targeted basic information.
- **Individual interviews:** Periodically (monthly), individual telephone interviews will be carried out with project beneficiaries, including women, to seek their opinions on the project and allow them to express themselves freely on sensitive issues.
- **Workshops:** Provincial/municipal workshops bringing together various relevant stakeholders at the local and national levels will be organized to share information on the project and promote the engagement of the various stakeholders involved.
- **Billboards:** Billboards will be made and placed in public places (communes, schools, markets, etc.) to communicate the essentials about the Project (objectives, geographical coverage, etc.). In the event of a major change in the content of the project, they will be updated.

*Table 5: Summary of Stakeholder Engagement Activities and Timing*

<b>Project Phase</b>	<b>Engagement Activity</b>	<b>Objective</b>	<b>Targeted Stakeholders</b>	<b>Time Frame</b>
Project Preparation Phase	National stakeholder consultations	Collect views on the design of the project, target beneficiaries, environmental and social risks, mitigation measures, grievance redress mechanisms and SEP	Representatives of Government, Agencies and Departments Responsible for the Implementation of the Project, Development Partners, and NGOs	During the preparation stage

	County/City and District level Stakeholders' consultations	Collect views on the design of the project, identification of target beneficiaries, environmental and social risks, mitigation measures, grievance redress mechanisms and SEP	County/City Corporation, LRA, skills training institutions, Chamber of Commerce, business associations	During preparation stage
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	Community level Stakeholder consultations	Collect views on the design of the project, targeting project beneficiaries, environmental and social risks, mitigation measures, grievance redress mechanisms and SEP	Ordinary members of the community, target beneficiary groups, such as women, youths, the elderly and disabled, Members of NGOs, CSOs, Community Organizations, Religious Leaders, Prominent business owners	During preparation stage
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Project Launch	National project launch workshop With representatives of implementing agencies from participating counties	Awareness of stakeholders on key project features aspects including fiduciary and safeguard, roles, and responsibilities and roll out plans.	National project launch: County counterparts, Youth groups (FLY, LINSU, MRYP), Local NGOs, Development Partners, and WB	Launching of project
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Project Launch in participating city	City project launch workshop	Explain key project features including fiduciary and safeguard, roles and responsibilities of each stakeholder, communication to beneficiaries and public	City corporations, MIA, CSC, Chamber of commerce, business associations, business owners, Youth groups (MRYP, LINSU and FLY), NGOs, health service providers Elders, religious leaders, community leaders, CBOs, and women groups.	Launch of project
Project Implementation	Community/public mobilization and consultation	Mobilize and prepare target communities.  For project implementation, provide specific information on project. Plan, clarify expectations, agree on effective means for communication and outreach	CSC, District Offices, City Corporation and Members of target communities, Senior Citizens, associations of people with disabilities, religious and political leaders, marginalized groups, business owners, youth groups, schools, and health service providers	At the start of the project implementation and will continue a quarterly basis
	Project implementation monitoring and supervision missions	Provide and obtain ongoing information, on project performance	National, County, city, and community level stakeholders	Ongoing on quarterly/monthly basis throughout the project period

	Project review meetings with selected stakeholders from National, county, City, Development Partners (WB) and other relevant institution	Provide and collect periodic feedback on project implementation progress and identify and discuss new and emerging issues	County, City and Community level, Chambers of commerce and business associations, and business owners, Project Beneficiaries and stakeholders including Senior Citizens, People with Disabilities, Women and Youth Groups, NGOs, and CBOs	Quarterly throughout the project period
Project Close Out Phase	Project close out meetings	Engage stakeholders on project exit strategy	County, city/town administrations and local level stakeholders, beneficiary communities and women, youth groups, and Persons with Disabilities.	End of the project year

4.2 Proposed Strategy for Information Disclosure

4.2.1 Objective

Information to be provided to stakeholders depends on the stage of the project and the needs of the stakeholders. These include information on the nature of the project design, target beneficiaries, anticipated environmental and social risks and impacts, proposed mitigation measures, stakeholder engagement plan, and grievance redress mechanisms.

A combination of communication methods shall be used to disclose information about the project to different sets of stakeholders. At the National and County levels, disclosure of information shall be made through workshops and meetings with representatives of the various ministries and relevant agencies, development partners, indirectly interested parties, and representatives. For city and community-level stakeholders, information shall be disclosed through public meetings organized within the communities. Information disclosure at the city and community level will consider literacy levels, language, and physical constraints such as visual impairments, hearing and speaking disability, and mobility constraints. Deliberate efforts shall be made to ensure that vulnerable groups, such as women, youth, the elderly and disabled individuals, homeless

individuals, and families are adequately represented, consulted, and heard. Printed copies of relevant project documents shall be made available through appropriate and designated places within reach of stakeholders. Moreover, radios, posters, brochures, and social media platforms will be used under different conditions based on their suitability for outreach. Posters will be placed in visible public places such as local markets, churches/mosques, and schools.

Information disclosure to stakeholders includes disclosure of key project documents and reports of stakeholder consultation meetings. The latter includes key information including the agenda, participants, main issues raised, conclusions reached, and proposed dates for the next consultation meeting. The information disclosure shall be conveyed through appropriate means and depending on the targeted stakeholder audience. Mostly, the project will use written forms of communication in the form of letters, flyers, announcements on community radio stations where available, and mobile phone text messaging systems. Where possible social media platforms and groups will be created to assist in information dissemination to targeted stakeholders. Alternative means for receiving feedback and comments on disclosed information will be specified in the disclosure.

#### 4.2.4 Adaptation to COVID-19

On August 2, 2021, the WHO released a policy brief that guided gatherings during the COVID-19 pandemic. Decisions on holding a gathering should consider whether the public health and social measures (PHSMs) applicable in the hosting area allow for the event to occur (3,4). Where they are allowed to proceed, gatherings should not take place unless basic precautionary measures to prevent and control infection are strictly applied and adhered to by all attendees. WHO recommends that the following measures should always be applied by everyone, irrespective of their COVID-19 vaccination status:

1. Practice physical distancing by strictly maintaining a distance of at least 1 meter (3.3 feet) between people.
2. Cover both mouth and nose with your bent elbow or a tissue when coughing or sneezing; avoid touching your eyes, nose, and mouth.
3. Wash hands regularly and thoroughly with soap and water or clean them with an alcohol-based hand sanitizer (at least 80% ethanol or 75% isopropyl alcohol) (5).
4. stay outdoors and minimize indoor meetings; when indoors, avoid crowded or poorly ventilated areas (6);
5. Follow advice on use of masks issued by relevant health authorities (7).

Attendees should always be reminded to apply individual-level responsibility to their decisions and actions, with the aim of preserving their own health, that of the people they interact with, and ultimately that of their community. This is especially important for spontaneous or unplanned gatherings, during which it is imperative that everyone is aware of the risk and exerts a strong sense of civism. For more information refer to this link <https://apps.who.int/iris/bitstream/handle/10665/343409/WHO-2019-nCoV-Policy-Brief-Gatherings-2021.1-eng.pdf?sequence=1&isAllowed=y>



**Table 6: Summary of information disclosure at different stages of the project**

Project stage	List of information to be disclosed	Methods proposed	Tentative Timetable: Locations/ dates	Target stakeholders	% Reached	Responsibilities
Project Preparation	Project Design summary, SEP, ESCP, Grievance Redress Mechanism setup	Community Meetings, Focus group Events, and Special Gatherings	Project preparation period at selected community venues	Community members in Targeted project areas	About 40% percent of target audience	Project Preparation team in collaboration with concerned offices
		Community, Cities and National Radio stations	After Bank Approval	Community members in Targeted project areas	60% of target audience	Project preparation team and IAs and offices
		Make available printed and electronic copies at National, County/City and Communities level, Disclose ESCP and GRM on websites	After Bank Approval	National, Counties, Districts and Communities level stakeholders	95% of target core stakeholders	PMT and IAs (MYS/LACE/MGCSP)
	ESMF and RPF	Project website or Executive Mansion website, hard copies to be available in project for review	ESMF and RPF to be disclosed prior to project effectiveness	Project beneficiaries and all interested stakeholders	-	PMT and IAs (MYS/LACE/MGCSP)

	LMP, SEP, and GBV Action Plan	Project website or Executive Mansion website, hard copies to be available in project for review	SEP to be disclosed prior to appraisal while the LMP shall be disclosed prior to project effectiveness.  GBV Action Plan to be disclosed before implementation project activities	Project beneficiaries and all interested stakeholders	-	PMT and IAs (MYS/LACE/MGCSP)
Project implementation	Project Progress Reports	Review Meetings, A summary of the annual report in simple and accessible language to local communities and media  Focus group feedback sessions with most vulnerable Interviews and one-on-one meetings	Annually throughout the project lifespan	Stakeholder representative at national, city and community level	100% of target stakeholders	PMT and IAs (MYS/LACE/MGCSP).
	ESMP and RAP	Stakeholder consultation is required during the preparation of ESMP and RAP. This will require focus group discussion, community meetings, and key informant interview		Project beneficiaries, affected communities and people and all interested stakeholders	-	PMT and IAs (MYS/LACE/MGCSP).

	Other E&S related information including OHS, community health and safety, traffic management	Focus group sessions, Interviews, community meetings, and awareness on local and radio stations.	Regularly throughout project implementation	Community members in Targeted project areas		PMT and IAs (MYS/LACE/MGCSP), Contractors
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### 4.3 Proposed Strategy for Consultation

Stakeholder engagement and consultation commenced since the inception of the project design. Community engagement for the project should adopt different methods depending on the roles and interests of stakeholders and beneficiaries. Furthermore, effective, and inclusive engagement will require the consideration of methods of engagement with the vulnerable beneficiary groups including youth and children.

The project shall employ open community meetings, focus group discussions, interviews, and workshops as a means of carrying out consultations. These shall be done in the target county/city and communities with special consideration to enable easy participation of vulnerable and disadvantaged groups of people.

Key points from the quarterly consultation forums will be summarized and shared with stakeholders. The implementing agencies (MYS/LACE/MGCSP) will be responsible for ensuring feedback and recommendations to inform the project design and implementation and are incorporated in project progress reports.

**Table 7: Outcomes of Stakeholder Consultative Meeting in the county**

<b>Key Outcomes of Stakeholder Consultative Meetings</b>	
<b>Issues Raised</b>	<b>Response Provided</b>
Beneficiaries asked if the REALISE Project will provide machines for value addition, to enhance and preserve food for the market.	The REALISE Project will provide value addition training for crops, to enhance products for market use.
How will the selection be made? Will it have an educational requirement?	No educational requirement, the project will ensure to select a person from each household
Will the project provide a quota system for People with disabilities (PWDs)?	The project has a quota of 1% for PWDs overall. The PMT will ensure that this is implemented where applicable.
Why women should be the ones to receive the money on behalf of the family?	Women are enrolled whenever possible to receive the cash transfer on behalf of the household because this has been shown by various studies to improve women’s financial and digital inclusion, reduces or soften some of the limits or rules our customs put on women, and improve women’s economic empowerment.
Do you have current local radio programs (in counties) that show this is what the government is doing?	No, we don’t currently have a local radio program to talk about the project, but the PMT has a plan to do so during implementation.
Will the REALISE PROJECT provide capacity development and infrastructural support?	The project will provide capacity building for beneficiaries through Life skills and mentorship

	training. Additionally, Infrastructural support will be provided at project community level for the CLAS component.
How will the project address environmental and social risks associated with farming, e.g., climate change, GBV etc.?	The REALISE PROJECT will provide climate smart agriculture training to beneficiaries in selected communities. As it relates to GBV issues, the project is developing an action plan for SEA/SH. The GRM will be established to address complaints about SEA/SH and GBV related issues.
Will the REALISE PROJECT provide access to improved technologies, modern inputs, and advisory services to farmers	The REALISE PROJECT will support climate smart agriculture, value addition and create market linkage for project beneficiaries.

*Table 8: Summary of key consultations and methods to be or was employed.*

<b>Project stage</b>	<b>Topic of consultation</b>	<b>Method used</b>	<b>Timetable: Location and dates</b>	<b>Target stakeholders</b>	<b>Responsibilities</b>
Project Preparation	Project design elements	Workshop with Target stakeholders	Completed, (SKD Sports Complex) Oct. 21, 2022	Government Ministries and agencies, Project IAs, development partners and NGOs	MYS, LACE, MGCSP, MIA, MOA, MPW, MCI, MOL, Project Preparation Team and the WB
	Project design, Environmental and Social Risks, Mitigation Measures, GRM and SEP	Meetings with county Offices and City/District Level Project IAs/Units	Completed, (Margibi, Bassa, Nimba Counties) Feb. 23, 28 and Mar. 1, 2023	County-level and City/Districts Level  Project IAs/Units, Environmental and Social Safeguard Focal Persons	Project Preparation Team, City Corporations and EPA in collaboration with Social and Environmental Risk Management Task team
	Project design, Environmental and Social Risks, Mitigation Measures, GRM and SEP	Community Meetings focus group discussions and interviews	Completed, (Seyhi-Geh, Nimba) Mar. 1, 2023	Representative Members of Selected  Communities, Elders, disabled and  Women Group, targets beneficiaries, religious leaders, political leaders, and traditional and social organizations	Project Preparation Team EPA, and MGCSP in collaboration with the Social and environmental risk management Task team

Project Implementation	Project implementation Engagement meetings	Counties, Districts, and Communities Meetings, physical information		Local Government Authorities, Representative of Selected Communities (Elders, Disabled, Youth, and Women Groups, participating beneficiaries) Religious and political leaders, traditional and CBOs, formal financial institutions/mobile money operators who will be involved in delivering payments to all beneficiaries	Cities/districts, community Level, Project Management Team, MFDP and project focal persons with city/community level stakeholders and financial institutions/mobile money operators for payment delivery to all beneficiaries
	Project implementation Progress Review meetings	Community Meetings, physical information	Annual Basis	Representative of Selected Communities (Elders, disabled, Youth and Women Groups, participating beneficiaries) religious and political leaders, traditional and CBOs, formal financial institutions/mobile money operators who will be involved in delivering payments to all beneficiaries	Cities/districts, community Level, Project Management Team, MFDP and project focal persons with city/community level stakeholders and financial institutions/mobile money operators for payment delivery to all beneficiaries

Project phase-out	Exit strategy preparation	Community Meetings	The final year of the project	Representative Members of Selected Communities, Elders, disabled and Women Groups, beneficiaries, religious leaders, and political leaders.	County City/district level with support of Aid Management Unit.
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#### 4.4 Proposed Strategy to Incorporate Views/Opinions of Disadvantaged and Vulnerable Groups

Appropriate and clear methods of communication shall be used to inform participants about the consultation meetings. This will include invitation letters and direct contact by service provider staff stipulating the types and number of community stakeholder groups expected to come to the meetings. Adequate consideration should be given to organizing meetings within manageable distances for people walking or with physical challenges due to old age or for individuals who might require the use of megaphones and interpreters (sign language) due to hearing challenges. An extra effort shall also be undertaken to reach out to nonbeneficiary members of the target communities to make them understand the project targeting processes and capacity limits so that they do not feel disadvantaged. The project may need to go further to meet people with disabilities on a one-on-one basis as needed to ensure that their views and concerns are heard. Moreover, the project will ensure that all consultations are culturally appropriate.

The community meetings shall be properly facilitated using a pre-designed discussion guide that will carry specific questions targeting vulnerable groups. Service provider staff at all levels should be used to lead and conduct community meetings to ensure equitable participation and the contribution of marginalized groups. The facilitating teams have skilled note takers who will video record the deliberation verbatim with the aid of voice recorders. In cases where necessary, one-on-one interviews and surveys will be used to ensure the inclusion of the views and concerns of vulnerable beneficiaries.

Focus groups and/or workshops and meetings with young people (ages 18-35) will be facilitated with experienced facilitators in youth participatory methods. Sign language and visual techniques and personal aids will be made available where people with disabilities or visually impaired are consulted. Arrangements will need to be made for childcare or elderly care and all costs necessary should be incorporated in budgets.

Verbal consent shall be sought from meeting participants before video or audio recorders are used in the recording of the proceedings. Comment/suggestion boxes shall also be prepared and placed in designated places within close reach of the communities to enable them to submit their views and reactions after information disclosure meetings. After completion of consultations, the field notes, transcriptions, and key issues shall be consolidated, analyzed, and incorporated into the relevant project documents by service provider staff and PMT.

All views expressed by stakeholders will be carefully noted, documented in the consultation summary, and considered, including those of disadvantaged or vulnerable groups. The following strategy will be used for consultation with vulnerable groups:

1. Issuance of invitations specific to the relevant groups: women groups, people with disabilities, poor and other vulnerable groups.

2. Conduct specific consultations with each of these groups separately in a location and venue easily accessible to them. Women's association, Youth association, elderly group, and association for people with disabilities will be used, involved reaching these groups.
3. Consultation with vulnerable people will be conducted throughout the project life. There will be separate FGDs arranged with vulnerable people during project design/preparation stage on a quarterly basis. The key focus will be to explore the problems and needs of these groups and how to reach them. There will also be quarterly meetings conducted with these groups during project implementation.

#### 4.5 Review of Comments

Upon disclosure of project information, provisions will be made for websites of IAs where dedicated space in their portal will be provided for the public and concerned stakeholders to submit their comments, observations, and questions regarding the project. For information disclosed through meetings, instant feedback will be collected through designated rapporteurs/data clerks who will be available during the meetings. Participating stakeholders shall also be given freedom to take their own minutes off the proceedings and share a copy with the rapporteurs.

After the deadline for submission is passed comment/suggestion boxes will be collected from the sites for consolidation, analysis, and inclusion into the project documents. A summary of how comments were considered will be made and shared with the stakeholders through project implementation inception meetings once concerned authorities make the final decision on the project.

Stakeholder engagement is a continuous process and will: provide some information about the proposed project; provide opportunities for stakeholders to discuss their concerns and offer recommendations gain insight on the role of each stakeholder in the implementation of the environmental and social safeguards as well as structures in place for the management of the proposed facilities; provide and discuss with stakeholders the alternatives considered to reduce anticipated impacts; identify and verify significance of environmental, social and health risks and impacts; and inform the process of developing appropriate mitigation and management options.

Stakeholder consultation is a process and would continue during the preparation of ESMF and RPF and the conduct of other environmental and social assessment types such as initial screening of projects and conduct of ESIA, ESMPs and RAPs for site-specific project implementation.

## 5. GRIEVANCE MECHANISM (GM)

REALISE Project is a multifaceted project having multiple interventions that are mostly expected to have positive impacts in addressing poverty and unemployment in the target communities and the country at large. While considerable efforts have been made to include social and environmental risk management in the design and implementation of the project to minimize and prevent potential adverse impacts, there is always the possibility that the interests of some individuals, groups and institutions may still be negatively affected by the activities of the project.

Typical grievances that are anticipated from the implementation of REALISE Project subprojects include claims and complaints about targeting/recruitment and selection of project beneficiaries (inclusion, exclusion), lack of transparency in payment of grants and labor subsidies, poor service delivery including delays, unfair treatment by the service provider/project staff and discrimination based on sex or other physical and health conditions. Restrictions on land use, loss of property, disruption of access paths, corrupt practices, human rights violations, child labor, gender-based violence (GBV) and sexual exploitation and abuse (SEA) are among the potential grievances that may arise during the implementation of subprojects.

Such instances may generate complaints from individuals, groups and institutions that may be affected. Therefore, a well-defined, clear, and transparent system for receiving, recording, and resolving potential concerns and complaints that may arise from project-affected people is an essential mechanism to provide remedies to grievances early enough to avoid unnecessary project implementation delays and obstructions.

In this regard, the REALISE Project will build on the Grievance Redress Mechanism (GRM) established under parent REALISE to improve service delivery to beneficiaries and stakeholders. The project will rely on existing structures and procedures at the community, county, and national levels. REALISE will build on the procedures and structures developed under YOP to gather and respond to feedback/complaints from parties affected by project implementation.

### 5.1 Categories of Potential Complaints and Grievances

Given the activities of REALISE outlined above, it is anticipated that complaints and grievances will fall under four broad categories :

- I. **Administrative:** this category of complaints relates to procedural and implementation complaints/grievances that may arise during the project implementation. It also includes the conduct and behaviour of PMT staff and service providers, e.g.:
  1. Actions or inactions of PIU staff and service providers deemed to harm beneficiaries.
  2. Procedural missteps during the process of selecting and recruiting project beneficiaries t.
  3. Complaints about business grants and wage disbursement mechanisms.

4. Complaints by potential beneficiaries who feel unfairly treated (e.g. given hard task,
- II. **Social Jealousy and Related Issues**
    1. Complaints about the conduct of project beneficiaries.
    2. Complaints about misapplication of project benefits.
    3. Exclusion from participation in the project.
  - III. **Alleged Corruption and Rent-Seeking:** this category may involve complaints at the National, County, or Community level:
    1. Requests for bribes or taxes from beneficiaries by project staff, service providers or people directly or indirectly connected to the project.
    2. Theft or misappropriation of project resources.
  - IV. **Sexual and Gender-Based Violence (SGBV)SEA/SH:** This category will involve complaints around treatment by service providers/project staff or discrimination based on gender or sexual orientation. The following examples apply:
    1. Being asked to perform sexual favours to benefit from the project.
    2. Being excluded from certain benefits/activities of the project owing to gender/gender orientation.
    3. Cause to suffer physical or emotional injury owing to gender.
  - V. **Labor and Working Conditions including child labor.**
    1. Complaints relating to poor working conditions
    2. Involvement of children in hazardous work
    3. Complaints about poor remuneration, long hours of work
    4. Complaints about the lack of personal protective equipment and clothing

The project will use referral pathways to other national grievance redress mechanisms for complaints outside the jurisdiction of implementing agencies such as rape, physical assault, severe injury, and death.

## 5.2 GRM Standards and Principles

The grievance redress mechanism of the project is designed to reflect (i) the Laws of Liberia, and (ii) the World Bank's relevant policies on social safeguards and is built around the following principles:

1. Commitment to fairness in both processes and outcomes.
2. Protection against reprisal for all complainants and aggrieved parties.
3. Dedication to building broad internal support for the grievance mechanism across project lines.
4. Commitment to being responsive, respectful, and sensitive to local culture and norms.

5. Mainstreaming responsibility for addressing grievances throughout the project, rather than isolating it.
6. Willingness by senior project management to champion the grievance system visibly and sincerely.

Grievance Redress Committees (GRC), which were established at project communities and district levels under REALISE parent, will be reorganized and trained to support the REALISE project. Additionally, the GRM will be extended to the national level through a Project National Grievance Committee to be headed by the Hon. Minister of Youth and Sports and with membership from the Project Steering Committee, which shall be the highest level for handling all types of grievances arising from the implementation of the project.

The GRM will have dedicated focal people at the county, community, and national levels responsible for grievances coming from the different components. , and will utilize the existing toll-free GRM phone short code (3344) and Management Information System (MIS) GRM module established under YOP., These were adopted by the REALISE parent project and shall continue to be maintained and utilized under the additional financing. The GRM channels will be promoted as much as possible as part of a communication campaign and training so beneficiaries of the project are aware of channels through which they can voice their grievances and complaints.

#### Component 1: Grant Support to Vulnerable Households to Revive or Start Small Businesses

Given that the project involves different actors, including small business owners, service providers, and government institutions, there is a wide range of scopes for grievances to occur throughout the project cycle. Small business owners could hold grievances and voice complaints at different stages of the project cycle, including selection.

At the national level, the PMT will establish a system for the receipt, recording and referral of complaints and grievances. This will include a dedicated email: [complaint@liberiasp.gov.lr](mailto:complaint@liberiasp.gov.lr), SMS complaints number **(3344 or 0886083538)**, an online platform, and a toll-free line **(3344 or 0886083538)** through which beneficiaries and firms may lodge complaints. The PMT will dedicate a GRM officer to manage the receipt, recording and referral of complaints and grievances. The officer may refer complaints to the service providers or to PMT.

#### Component 2: Temporary Employment Support and Employability Development for Vulnerable Workers & Component 5: Community Livelihood and Agriculture Support (CLAS)

In the case of Labor-intensive public works (LIPW) beneficiaries, the community level GRM will be the first opportunity for resolution of grievances through discussion and mutual agreement between project affected persons and members of GRCs. Community level GRCs will facilitate receiving, recording and resolution of grievances at project sites through a designated member (focal person) for the committee. The LIPW beneficiaries will be sensitized to put forward their grievances or concerns about anyone or anything related to the project through appropriate channels of their choice which will include:

1. Face-to-face meetings with GRC members, and PMT staff during visits to their project site
2. Grievance/suggestions boxes and desks
3. Written letters, email: <mailto:complaint@liberiasp.gov.lr>/website (TBD) or SMS/hotline (3344) services.

Upon receipt, the GRC shall assess a grievance to establish whether it could be resolved locally or needs to be referred to the next level. Where possible, the GRC shall attempt to resolve and close the matter within ten (10) days if the complainant is satisfied with the resolution. Where the matter has failed to be resolved or where it is deemed to be beyond the capacity of the GRC within the 10 days, the matter shall be referred to the national-level GRM Committee or another relevant institution for further redress. The complainant will be informed, and the determination will be appropriately recorded in a grievance register, as part of the project's MIS. Upon receiving a written referral from the community GRM, the GRC shall also attempt to resolve the matter by convening concerned parties where possible. The same process will be repeated with further referral levels until the case is resolved.

For cases that have been referred previously but have not been resolved, the officer may escalate these directly to the County Steering Committee (CSC) (a 10-member panel) for review and resolution. The CSC will have, among others, a private-sector representative. Through this representation, general cases of complaints and feedback from existing private sector associations may be brought directly to the CSC for discussion and resolution.

At the local level, the community GRCs will be the human entry point for all grievances and complaints. A committee at the local level Community Oversight Committee (COC) (a five-member panel) meets once a week to discuss and review complaints. If it is an administration or policy-related complaint, it is referred to by CSC.

This process is overseen and guided by the GRM Officer. The officer will oversee training, information, and supervision to make sure the focal persons and the GRM committee are capacitated to receive, review and process complaints. In addition, when complaints are referred to the County, CSC will provide a solution if possible. If this is not possible, the CSC will forward the complaint to the PMT.

The GRM at the national, county, and community levels, the system that will be used for the receipt, recording and referral of complaints and grievances, must be integrated with the MIS. Complaints received directly through the toll-free line (TBD) will be provided for the beneficiaries and interested parties to forward their issues. A member of the GRM at the community level will collect all types of grievances from component III beneficiaries. SMS or online mechanisms will be recorded directly into national-level MIS and referred for resolution to the relevant offices.

## 6. MONITORING AND REPORTING PLAN

The REALISE project has a comprehensive and systematic M&E system to effectively monitor the implementation of the SEP and measure the impacts under each component. It shall be undertaken alongside other monitoring and evaluation exercises of project implementation using copies of the registry that the GRCs at each level keep and maintain. This approach will assist in establishing the levels of effective functionality of established SEP grievance handling procedures and identify areas for future improvements to achieve optimum efficiency of the GRM system.

### 6.1 Monitoring Plan

The SEP monitoring process shall be done by both the community and the national/county level, the REALISE Project preparation team and CSC. At the National level, the M&E Officer in the PMT will oversee SEP monitoring. He/she will provide technical support and training to the CSC focal people, and the community-level COC focal people. The M&E Officer will be responsible for reporting and implementing the SEP. Reporting will be quarterly, biannual, and annual.

### 6.2 Key Performance Monitoring Indicators

Key Citizen Engagement performance indicators to be periodically collected, reported, and analyzed include.

1. Number of citizens provided information about the REALISE project.
2. Number of women participated in formal or public meetings.
3. Citizen knowledge about project service (availability, eligibility, and transparency)
4. Number of active project complaints and appeals.
5. Number and type of formal and informal complaints and suggestions received.
6. Comments received by government authorities, women & youth, family, community leaders and other parties and passed to the Project.

## 7. RESOURCES AND RESPONSIBILITIES FOR IMPLEMENTING STAKEHOLDER ENGAGEMENT ACTIVITIES

The project Coordinator will be responsible for the overall implementation of the SEP. Other key staff, including the Social Safeguard Officer and the Environmental Officer, will play important roles in implementing the SEP. The SEP activities will be included in the project’s annual work plan & budget to ensure that they are properly budgeted and implemented as planned.

### 7.1 Resources

Table 7 provides itemized provisional budget estimates for the implementation of the SEP and the GRM operating costs. An estimated amount of US\$200,000 (Two Hundred thousand US Dollars) will be required for SEP implementation and GRM operating costs. This will be revised when the SEP is updated during project implementation.

**Table 9: Budget estimate for SEP implementation**

Project Stage/Activities	Responsible	Estimated Cost per Year and frequency	Estimated projected Cost. (4yr) in US\$
<b>Project Design Level</b>			
Disclosure of SEP, LMP, ESCP, ESMF, and RF	Environmental and Social Safeguard Officers, MYS/MGCSP/LACE assisted by an external consultant		\$ 2,000.00
<b>Implementation</b>			
Field Visit (fuel, communication cards, DSA) per quarter.	Environmental Officer, Social Safeguard Officer, MYS/MGCSP/LACE	10,000.00 per yr. (4 field trips/yr.)	\$ 70,000.00
Community discussion, Town hall meetings, workshops & announcements (quarterly basis)	Environmental Officer and Social Safeguard Officer, Project Coordinator, MYS/MGCSP/LACE	1,000.00 per/quarter (3qtr). (At least a stakeholder engagement activity every 3 months)	\$ 12,000.00
Radio broadcast	Communication Department (MYS/MGCSP/LACE)	Lumpsum	\$ 15,000.00
Direct Communication, scratch cards, Internet throughout the duration of the project	Environmental Officer and Social Safeguard Officer, PMT,	Lumpsum	\$ 10,000.00



Newspaper ads, TV shows	Environmental Officer and Social Safeguard Officer, PMT, MYS/MGCSP/LACE	Lumpsum	\$ 20,000.00
GRM Implementation (Throughout the duration of the project) for structures outside of the PMT.	Environmental Officer, Social Safeguard Officer and GRM Assistant (Responsible for GRM), PMT, MYS/MGCSP/LACE	Lumpsum	\$ 17,000.00
<b>Total Budget</b>			<b>\$ 146,000.00</b>

7.2 Management functions and responsibilities

The Project Management Team will be responsible for the implementation of the activities in the SEP. These activities will be incorporated into the overall project implementation plan and resources allocated accordingly. Several key staff (Project Coordinator, Communication and Environmental & Social Officers who are the lead) of the PMT will have various responsibilities. For instance, the dissemination of key information about the project during project launching and implementation will be carried out by the project Coordinator, the Communication Officers of IAs, and other staff that may be responsible for specific project components. Other activities such as consultation during ESMP preparation will be carried out by E&S consultants and project E&S staff including the Social Safeguard Officer, the Environmental Officer and, the GRM Assistant.

Progress on stakeholder engagement activities will be tracked in quarterly, Biannual and annual project reports. The monthly and quarterly stocktaking of stakeholder engagement activities is intended to inform management about the status of planned activities against what has been undertaken. The biannual Progress Report mandated by the ESCP will also include an update on the implementation of stakeholder engagement activities.

The World Bank Task Team may request any of the monthly and quarterly reports as needed

Contact information for key staff in charge of the SEP:

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## ANNEX 1: COVID- 19 HEALTH AND SAFETY GUIDELINES

### GENERAL GUIDELINES ON COVID-19 CONSIDERATIONS FOR SAFETY AT PROJECT SITES<sup>4</sup>

Addressing COVID-19 at a project site goes beyond occupational health and safety and is a broader project issue which will require the involvement of different members of a Project Management Team (PMT). In many cases, the most effective approach will be to establish procedures to address the issues and then to ensure that these procedures are implemented systematically. Where appropriate given the project context, a designated team should be established to address COVID-19 issues, including PMT representatives, the Supervising Technical Staff, and management (e.g., the project manager) of the contractor and sub-contractors, security, and medical and OHS professionals. Procedures should be clear and straightforward, improved as necessary, and supervised and monitored by the COVID-19 focal point(s). Procedures should be documented, distributed to all contractors, and discussed at regular meetings to facilitate adaptive management. The issues set out below include a number that represents expected good workplace management but is especially pertinent in preparing the project response to COVID-19.

#### (a) ASSESSING WORKFORCE CHARACTERISTICS

Many project sites will have a mix of workers e.g., workers from the local communities where project activities are being implemented; workers from a different part of the country; workers from another country. Workers will be employed under different terms and conditions and be accommodated in different ways. Assessing these different aspects of the workforce will help in identifying appropriate mitigation measures:

1. The service provider/supervising staff should prepare a detailed profile of the project workforce, key workforce, schedule for carrying out such activities, different durations of contract and rotations (e.g., 4 weeks on, 4 weeks off).
2. This should include a breakdown of workers who reside at home (i.e., workers from the community), and workers who come from outside of the local community. Where possible, it should also identify workers that may be more at risk from COVID-19, those with underlying health issues or who may be otherwise at risk.
3. Consideration should be given to ways in which to minimize movement to and from subproject sites.
4. Because workers from local communities will be returning home daily from subproject sites, it will be more difficult to manage them. As much as possible, they should be subject to health upon arrival at the site (as set out above) and be required to seek immediate medical help where signs and symptoms of COVID are detected.

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<sup>4</sup> Adapted from general guidance provided from the World Bank for worksites.

## (b) ENTRY/EXIT TO THE WORK SITE AND CHECKS ON COMMENCEMENT OF WORK

Entry/exit to the work site should be controlled and documented for both workers and other parties, including support staff and suppliers. Possible measures may include:

1. Training security staff on the (enhanced) system that has been put in place for securing the site and controlling entry and exit, the behaviors required of them in enforcing such a system and any COVID-19-specific considerations.
2. Training staff who will be monitoring entry to the site, providing them with the resources they need to document entry of workers, conducting temperature checks and recording details of any worker that is denied entry.
3. Confirm that workers are fit for work before they enter the site or start work. While procedures should already be in place for this, special attention should be paid to workers with underlying health issues or who may otherwise be at risk. Consideration should be given to the demobilization of staff with underlying health issues.
4. Checking and recording temperatures of workers and other people entering the site or requiring self-reporting before or on entering the site.
5. Providing daily briefings to workers before commencing work, focusing on COVID-19-specific considerations including cough etiquette, hand hygiene and distancing measures, using demonstrations and participatory methods.
6. During the daily briefings, remind workers to self-monitor for possible symptoms (fever, cough) and to report to their supervisor or the COVID-19 focal point if they have symptoms or are feeling unwell.
7. Preventing a worker from an affected area or who has been in contact with an infected person from returning to the site for 14 days or (if that is not possible) isolating such worker for 14 days.
8. Preventing a sick worker from entering the site, referring them to local health facilities if necessary or requiring them to isolate at home for 14 days.

## (c) GENERAL HYGIENE

Requirements on general hygiene should be communicated and monitored, to include:

1. Training workers and staff on site on the signs and symptoms of COVID-19, how it is spread, how to protect themselves (including regular hand washing and social distancing) and what to do if they or other people have symptoms (for further information see [WHO COVID-19 advice for the public](#)).
2. Placing posters and signs around the site, with images and text in local languages.
3. Ensuring hand washing facilities supplied with soap, disposable paper towels and closed waste bins exist at key places throughout the site, including at

entrances/exits to work areas; where there is a toilet, canteen or food distribution, or provision of drinking water; in worker accommodation; at waste stations; at stores; and in common spaces. Where hand washing facilities do not exist or are not adequate, arrangements should be made to set them up. Alcohol-based sanitizer (if available, 60-95% alcohol) can also be used.

4. Review worker accommodations, and assess them in light of the requirements set out in [IFC/EBRD guidance on Workers' Accommodation: processes and standards](#), which provides valuable guidance as to good practice for accommodation.
5. Setting aside part of worker accommodation for precautionary self-quarantine as well as more formal isolation of staff who may be infected.

#### (d) CLEANING AND WASTE DISPOSAL

Conduct regular and thorough cleaning of all site facilities, including offices, and common spaces. Review cleaning protocols for key work equipment (particularly if it is being operated by different workers). This should include:

1. Providing cleaning staff with adequate cleaning equipment, materials, and disinfectants.
2. Review general cleaning systems, training cleaning staff on appropriate cleaning procedures and appropriate frequency in high-use or high-risk areas.
3. Where it is anticipated that cleaners will be required to clean areas that have been or are suspected to have been contaminated with COVID-19, providing them with appropriate PPE: gowns or aprons, gloves, eye protection (masks, goggles, or face screens) and boots or closed work shoes. If appropriate PPE is not available, cleaners should be provided with the best available alternatives.
4. Training cleaners in proper hygiene (including handwashing) before, during and after conducting cleaning activities; how to safely use PPE (where required); in waste control (including for used PPE and cleaning materials).
5. Any medical waste produced during the care of ill workers should be collected safely in designated containers or bags and treated and disposed of the following relevant requirements (e.g., national, WHO). If open burning and incineration of medical waste is necessary, this should be for as limited a duration as possible. Waste should be reduced and segregated, so that only the smallest amount of waste is incinerated (for further information [see WHO interim guidance on water, sanitation and waste management for COVID-19](#)).

#### (e) ADJUSTING WORK PRACTICES

Consider changes to work processes and timings to reduce or minimize contact between workers, recognizing that this is likely to impact on the project schedule. Such measures could include:

1. Decreasing the size of work teams.

2. Limiting the number of workers on site at any one time.
3. Changing to a 24-hour work rotation.
4. Adapting or redesigning work processes for specific work activities and tasks to enable social distancing, and training workers in these processes.
5. Continuing with the usual safety training, adding COVID-19-specific considerations. Training should include proper use of normal PPE. While as of the date of this note, the general advice is that work workers do not require COVID-19-specific PPE, this should be kept under review (for further information see [WHO interim guidance on rational use of personal protective equipment \(PPE\) for COVID-19](#)).
6. Reviewing work methods to reduce the use of work PPE, in case supplies become scarce or the PPE is needed for medical workers or cleaners. This could include, e.g., trying to reduce the need for dust masks by checking that water sprinkling systems are in good working order and are maintained or reducing the speed limit for haul trucks.
7. Arrange (where possible) for work breaks to be taken in outdoor areas within the site.
8. Consider changing canteen layouts and phasing mealtimes to allow for social distancing and phasing access to and/or temporarily restricting access to leisure facilities that may exist on site, including gyms.
9. At some point, it may be necessary to review the overall project schedule, to assess the extent to which it needs to be adjusted (or work stopped completely) to reflect prudent work practices, potential exposure of both workers and the community and availability of supplies, considering Government advice and instructions.

#### (f) LOCAL MEDICAL AND OTHER SERVICES

Given the limited scope of project medical services, the project may need to refer sick workers to local medical services. Preparation for this includes:

Obtaining information as to the resources and capacity of local medical services (e.g., number of beds, availability of trained staff and essential supplies).

1. Conducting preliminary discussions with specific medical facilities, to agree on what should be done in the event of ill workers needing to be referred.
2. Considering ways in which the project may be able to support local medical services in preparing for members of the community to become ill, recognizing that the elderly or those with pre-existing medical conditions require additional support to access appropriate treatment if they become ill.
3. Clarifying how an ill worker will be transported to the medical facility and checking the availability of such transportation.

4. Establishing an agreed protocol for communications with local emergency/medical services.
5. Agreeing with the local medical services/specific medical facilities the scope of services to be provided, the procedure for in-taking of patients and (where relevant) any costs or payments that may be involved.
6. A procedure should also be prepared so that project management knows what to do in the unfortunate event that a worker ill with COVID-19 dies. While normal project procedures will continue to apply, COVID-19 may raise other issues because of the infectious nature of the disease. The project should liaise with the relevant local authorities to coordinate what should be done, including any reporting or other requirements under national law.

(g) INSTANCES OR SPREAD OF THE VIR

WHO provides detailed advice on what should be done to treat a person who becomes sick or displays symptoms that could be associated with the COVID-19 virus (for further information see [WHO interim guidance on infection prevention and control during health care when novel coronavirus \(nCoV\) infection is suspected](#)). The project should set out risk-based procedures to be followed, with differentiated approaches based on case severity (mild, moderate, severe, critical) and risk factors (such as age, hypertension, and diabetes). These may include the following:

1. If a worker has symptoms of COVID-19 (e.g., fever, dry cough, fatigue) the worker should be removed immediately from work activities and isolated on site.
2. If testing is available on site, the worker should be tested on site. If a test is not available at the site, the worker should be transported to the local health facilities to be tested (if testing is available).
3. If the test is positive for COVID-19 or no testing is available, the worker should continue to be isolated. This will either be at the work site or home. If at home, the worker should be transported to their home by transportation provided by the project.
4. Extensive cleaning procedures with high-alcohol content disinfectants should be undertaken in the area where the worker was present before any further work is undertaken in that area. Tools used by the worker should be cleaned using disinfectants and PPE disposed of.
5. Co-workers (i.e., workers with whom the sick worker was in close contact) should be required to stop work and be required to quarantine themselves for 14 days, even if they have no symptoms.
6. Family and other close contacts of the worker should be required to quarantine themselves for 14 days, even if they have no symptoms.

7. If a case of COVID-19 is confirmed in a worker on the site, visitors should be restricted from entering the site and worker groups should be isolated from each other as much as possible.
8. If workers live at home and have a family member who has a confirmed or suspected case of COVID-19, the worker should quarantine themselves and not be allowed on the project site for 14 days, even if they have no symptoms.
9. Workers should continue to be paid throughout periods of illness, isolation, or quarantine, or if they are required to stop work, by national law.

Medical care (whether on-site or in a local hospital or clinic) required by a worker should be paid for by the employer.

#### (h) CONTINUITY OF SUPPLIES AND PROJECT ACTIVITIES

Where COVID-19 occurs, either in the project site or the community, access to the project site may be restricted, and movement of supplies may be affected.

1. Identify backup individuals in case key people within the project management team (PMT, Supervising Technical Staff, Contractor, sub-contractors) become ill, and communicate who these are so that people are aware of the arrangements that have been put in place.
2. Document procedures, so that people know what they are, and are not reliant on one person's knowledge.
3. Understand the supply chain for necessary supplies of energy, water, food, medical supplies, and cleaning equipment, consider how it could be impacted, and what alternatives are available. Early proactive review of international, regional, and national supply chains, especially for those supplies that are critical for the project, is important (e.g., fuel, food, medical, cleaning, and other essential supplies). Planning for a 1-2-month interruption of critical goods may be appropriate for projects in more remote areas.
4. Place orders for/procure critical supplies. If not available, consider alternatives (where feasible).
5. Consider existing security arrangements, and whether these will be adequate in the event of interruption to normal project operations.
6. Consider at what point it may become necessary for the project to significantly reduce activities or to stop work completely, and what should be done to prepare for this, and to re-start work when it becomes possible or feasible.

#### (i) TRAINING AND COMMUNICATION WITH WORKERS

Workers need to be provided with regular opportunities to understand their situation, and how they can best protect themselves, their families, and the community. They should be made aware

of the procedures that have been put in place by the project, and their own responsibilities in implementing them.

1. It is important to be aware that in communities close to the site and amongst workers without access to project management, social media is likely to be a major source of information. This raises the importance of regular information and engagement with workers that emphasizes what management is doing to deal with the risks of COVID-19. Allaying fear is an important aspect of workforce, peace of mind and business continuity. Workers should be given an opportunity to ask questions, express their concerns, and make suggestions.
2. Training of workers should be conducted regularly, as discussed in the sections above, providing workers with a clear understanding of how they are expected to behave and carry out their work duties.
3. Training should address issues of discrimination or prejudice if a worker becomes ill and provide an understanding of the trajectory of the virus, where workers return to work.
4. Training should cover all issues that would normally be required on the work site, including use of safety procedures, use of work PPE, occupational health and safety issues, and code of conduct, considering that work practices may have been adjusted.
5. Communications should be clear, based on fact and designed to be easily understood by workers, for example by displaying posters on hand washing and social distancing, and what to do if a worker displays symptoms.

#### (j) COMMUNICATION AND CONTACT WITH THE COMMUNITY

Relations with the community should be carefully managed, with a focus on measures that are being implemented to safeguard both workers and the community. The community may be concerned about the presence of non-local workers, or the risks posed to the community by local workers' presence on the project site. The following good practice should be considered:

1. Communications should be clear, regular, based on fact and designed to be easily understood by community members.
2. Communications should utilize available means. In most cases, face-to-face meetings with the community or community representatives will not be possible. Other forms of communication should be used, posters, pamphlets, radio, text message, electronic meetings. The means used should consider the ability of different members of the community to access them, to make sure that communication reaches these groups.
3. The community should be made aware of procedures put in place at site to address issues related to COVID-19. This should include all measures being implemented to



limit or prohibit contact between workers and the community. These need to be communicated clearly, as some measures will have financial implications for the community (e.g., if workers are paying for lodging or using local facilities). The community should be made aware of the procedure for entry/exit to the site, the training being given to workers and the procedure that will be followed by the project if a worker becomes sick.

4. If project representatives, contractors or workers are interacting with the community, they should practice social distancing and follow other COVID-19 guidance issued by relevant authorities, both national and international (e.g., WHO).

## ANNEX 2: MINUTES FROM ENGAGEMENT MEETINGS

### Minutes of Stakeholders' Engagement in Kakata, Margibi County

**Date: February 23, 2023**

#### **Summary**

To certify the effectiveness conditions of the Additional Financing (AF) for the REALISE project, it is required that stakeholder engagement meetings be held at the county level to solicit feedback on project activities. Activities and scope under the current REALISE project are expected to increase with the addition of two new components. The AF will also scale up implementation activities to 14 counties across Liberia. Consequentially, the current Environmental and Safeguard (E&S) documents of the project have been updated and are being finalized to cover the new funding activities.

The meeting started at about 10:17 AM, with a self-introduction followed by an overview of the REALISE project by **Abu Sanda**, revealing specific details on component one (**Grant Support to Vulnerable Households to Revive or Start Small Businesses**), duration, and enrollment procedures. He outlined the **Dos and Don'ts** and grant amount to each beneficiary household under the project.

**Jutomue Flomo** took the stage to talk about component two of the project which is focused on community-based labor activities. Mr Flomo spoke on the labor subsidy amount to each beneficiary, working period, selection criteria, and communities that will meet the requirement for project implementation.

Following the two presentations, the stakeholders were allowed to ask questions and make remarks in line with the briefing that was provided.

**M. Kpakanay Gbankpala** (County Inspector)- We want to thank you for the explanation, which I consider very informative as we move forward. We want you to maintain this level of transparency during the implementation period. The involvement of local county officials at every level will help deal with any suspicion people may have. Secondly, I want you people to focus on more publicity so that the public will be adequately informed and educated about the project.

**Kingsoreso** (MYS Coordinator)-In the past, the Ministry implemented projects in this county without the involvement of the County Coordinator and other local officials. There was no publicity about the project, which sometimes implies that the government is not doing much. This time around, I want it to be very clear that if you don't involve the coordinator to help with publicity, you will not get the needed support you want at the community level. We must get involved and sufficiently inform the people about the government's achievements through these kinds of programs.

## Questions and Answers

Question	Answer
<p><i>Are you going to bring Community Livelihood and Agriculture support components to Margibi County?</i></p> <p>-E. Musus Tuahyoung</p>	<p><i>No, the component will go to other counties that do not have what Margibi has here. You already have two components (1&amp;2) of the project that will be implemented here.</i></p>
<p><i>How can one be selected or how can one apply?</i></p> <p>-Mulbah J. Howard</p>	<p><i>Well, like I said during my first explanation, we will work in selected communities, and each of the components will have a specified number of beneficiaries. The support to small businesses will have 450 beneficiaries, while the LIPW activities will have 2000 beneficiaries. We will encourage every resident of the selected community to apply. We will receive the applications and see whether all the applicants meet the conditions for the project. If all meet the conditions but the number is more, we will do a lottery to choose the number required for the work. And this number should also be 50% men and 50% women.</i></p> <p>-Jutomue Flomo</p>
<p><i>Can community leadership be beneficiary?</i></p> <p>- Joe. B. Josiah</p>	<p><i>No person at the level of the COC or CSC can be a part. But a family member of those mentioned can apply.</i></p>
<p><i>Can there be a replacement for a beneficiary who drops from the LIPW program?</i></p> <p>- Aloysius Namue</p>	<p><i>Yes, replacement will be made from the waitlist based on ranking.</i></p>
<p><i>Can we recommend a local County Based Organization (CBO) to do any enumeration/recruitment that you will be doing here?</i></p> <p>-Mulbah J. Howard</p>	<p><i>NO, all Service Providers for implementation of this project will be competitively recruited.</i></p>

## Conclusion

The Presiding on behalf of the superintendent, thanked the participants and project team, and assured the project team that the county authority will cooperate during the implementation of SSB and LIPW. Also, attendees appreciated the Project Team for outlining the implementation procedures ranging from recruitment to enrollment, tool, material and business grant amount, and labor subsidy.

## Minutes of Stakeholders' Engagement in Buchanan, Grand Bassa

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**Date: February 28, 2023**

### Summary

To certify the effectiveness conditions of the Additional Financing (AF) for the REALISE project, it is required that stakeholder engagement meetings be held at the county level to solicit feedback on project activities. Activities and scope under the current REALISE project are expected to increase with the addition of two new components. The AF will also scale up implementation activities to 14 counties across Liberia. Consequentially, the current Environmental and Safeguard (E&S) documents of the project have been updated and are being finalized to cover the new funding activities.

The Grand Bassa County meeting was the second of our planned meetings outside Montserrado County to propel activities for the effectiveness of the AF.

The County Information Officer Eddie Williams introduced the meeting and the Superintendent of Grand Bassa County Janjay Baikpeh, welcomed the team and expressed his support for the project. "We are thankful to you for coming and for choosing Bassa as one of your beneficiary counties". He explained how the project will help reduce poverty by targeting households at the very bottom of the poverty ladder.

### Overview of REALISE Project

**Anita Marshall-** Today, we are here to talk briefly about the REALISE Project, and the specific activities that will be ongoing here in Grand Bassa County. The project is expected to do Cash Transfers in four counties for now, and those counties include, Grand Bassa, Rivercess, Grand Kru, and River Gee. The transfers will be made to poor and food-insecure households. My Colleague Henry Sumo will further explain the details of the Cash Transfer program, Anita stated.

### Overview of Cash Transfers

**Henry Sumo-** Thank you Anita and thanks to our stakeholders for coming on this very short notice. My explanation will be brief to allow you to ask more questions.

In each of the cash transfer counties, we will keenly consider the following:

1. Selection of beneficiaries will start at District, clan, and community levels.
2. A universal approach will be used to target beneficiaries. Once a community is selected, all households automatically qualify.
3. Validation will be done.
4. Beneficiary households will receive phones and SIM cards.
5. The woman with the most responsibility will serve as the cash recipient.

Following the brief presentation on Cash Transfer, Jutomue and Abu of the REALISE Project gave separate supportive remarks before questions.

### Questions and Answers

Name	Question	Answer
<b>E. Sansee Wokpeh</b>	Why can't you just divide the number of beneficiaries equally among the counties?	No, Mr. Wokpeh, it does not work that way. If you divide the number evenly, you might be leaving out people who really need the transfers. Because of this, we do target to capture the poorest.
<b>Samuel Wilson</b>	Will you have offices in your operating areas?	We will have a structure in the various communities that we are going to be operating. These people are community-based and will help to handle grievances at the community level and report outcomes to the project office in Monrovia. They will also help with other project activities. So, we will have community representatives, rather than office staff.
<b>Samuel Wilson</b>	Why women should be the ones to receive the money on behalf of the family	Women are enrolled whenever possible to receive the cash transfer on behalf of the household because this has been shown by various studies to improve women's financial and digital inclusion, reduces or soften some of the limits or rules our customs put on women, and improve women's economic empowerment.
<b>Eddie Williams</b>	Will there be training before the start of the program on matters like who can be a cash recipient?	Yes, the project will do training of couples in financial planning. We will also utilize lessons from the past project on specific instances. On the issue of the environment, cash transfer has nothing much to do with Environmental safeguards.

### Conclusion

At the end of the meeting, the Superintendent thanked the participants and project team and committed to supporting implementation of the Social Cash Transfer (SCT).

## Minutes from Stakeholder Engagement (LGA), Sanniquellie, Nimba County

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March 1, 2023

### Summary

To certify the effectiveness conditions of the Additional Financing (AF) for the REALISE project, it is required that stakeholder engagement meetings be held at the county level to solicit feedback on project activities. Activities and scope under the current REALISE project are expected to increase with the addition of two new components. The AF will also scale up implementation activities to 14 counties across Liberia. Consequentially, the current Environmental and Safeguard (E&S) documents of the project have been updated and are being finalized to cover the new funding activities.

Superintendent Nelson Korquoi opened the meeting at around 12:05 pm, setting the basis for the discussion, which was delayed for nearly an hour due to other engagements while the team was already seated. He asked that the team give a briefing on their mission before further discussion. Anita Marshall then picked him up from there and asked the team for a self-introduction. After this Jutomue Flomo gave a briefing on the meeting's purpose as follows.

**Jutomue**-Thank you, today we are here to announce to you in this meeting that the Government of Liberia through the REALISE project will begin to implement a component here in Nimba County, which will require your support and the county, especially the communities in which the activities will be taking place. The project has several components including cash transfers, public works, and support to small businesses, but only the agriculture component will be implemented in Nimba County. This is just to brief you; the team will come back to select the community followed by recruiting those who will be qualities as beneficiaries. I will now give Anita the chance to explain more about the activities and the program.

### Anita Marshall-

1. We are targeting over six hundred beneficiaries. We will support farmers planting short-term crops, and village savings in the selected communities.
2. The project will support market linkage through cooperatives.
3. We will also work with local NGOs to promote local engagements for the development of communities to empower residents.

**Superintendent Nelson Korquoi**-We is Happy for the project because it will empower our citizens. We all have a meaningful role to play in the success of the project and we will support this effort to the very last. As you are about to enter the community, we want you to do more communication activities to inform the public about the project and what the government is doing. You should encourage discussion around the project to help increase understanding. Your communication person needs to work on more publicity programs including success from the last project.

## Questions and Answers

No	Name	Question	Answer
1	MYS Coordinator- Nimba	What will be the role of the MYS & MGCSP county coordinators?	We are going back to discuss this question and come up with a decision.
2	Supt. Korquoi	We would like to know how districts and beneficiaries' communities will be selected in Nimba.	Districts will be selected at the County consultation meeting and communities at the district's consultation meetings during project implementation for each round.
3	Supt. Korquoi	Why Nimba is not a part of the Cash Transfer?	Our decisions are based on statistics.
4	Jeremiah Yangean	Do you currently have something on the radio that the government is doing this project here?	As for now, no. But we have learned from our past programs that we need to do more local publicity and we will focus on that.

## Conclusion

At the end of the meeting, the superintendent thanked the participants and the project team and assured the project team that the county authority would cooperate with the REALISE project and would monitor all the processes during the implementation of the CLAS component.

## Minutes from Engagement Meeting (Sehyi Geh Community)-Saniquellie, Nimba County

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**Date: March 1, 2023**

### Summary

To certify the effectiveness conditions of the Additional Financing (AF) for the REALISE project, it is required that stakeholder engagement meetings be held at the county level to solicit feedback on project activities. Activities and scope under the current REALISE project are expected to increase with the addition of two new components. The AF will also scale up implementation activities to 14 counties across Liberia. Consequentially, the current Environmental and Safeguard (E&S) documents of the project have been updated and are being finalized to cover the new funding activities.

At 10: 42 AM, Mr. Anderson Paye of the Agriculture Relief Services, who served as a tour guard for the team, made the introduction of the REALISE team to the residents of Sehyi Geh, followed by Mr. Patrick Miakoi, the Town chief. Mr Miakoi embraced the selection of his town for the meeting and welcomed exchanges that may lead to the selection of the town, which he considered a favourable spot for the CLAS Project (Community Livelihood Agriculture Support).

**Anita Marshall** 2017, we worked with the people of Nimba County in our selected project communities to plant several different crops including potatoes, beans plantain, and others. And we are pleased to note here that 28 of those who participated currently have their farms.

We are coming back to Nimba County with a new project, with the same activities, and some new ways of doing these activities. We hope that it will be better. The farm area will cover 35 acres with 28 beneficiary households. In today’s conversation, we want you to tell us how you think the new project should be. Because of this, we will ask more of the questions today, and you will give us the answers.

### Questions and Answers

No	Name	Question	Answer
1	Anderson Paye	We want you to tell us what crops will be better for you here and how you can grow father.	We think crops that can grow faster including plantain, potatoes, peanuts corn, and eddoes will be okay for our community.
2	Paul Gontu	Will the 35 acres of land for the farm be at one location or different places?	We want the farm to be at one location. But if we do not have the total land in one place, we may have different locations.
3	Marvin Saye	How will the selection be made? Will it have an educational requirement?	There will be no educational requirement, except for the age we set. The final selection will be made through a lottery process.
4	Patrick Miakoi	Are you going to leave out people who worked on projects already and take on new people?	We are going to make a selection based on the community and our requirements. Everyone will participate in the selection process.
5	Anita Marshall	Is it okay to plant more than one crop in one place?	We can plant two or three crops in the same location which will give us faster and more money. It will also be better to do rotation cropping on the land that will be selected.
6	Anita Marshall	If we plant cassava for example, will it be okay to plant another crop among the cassava?	Yes, corn can be planted among the cassava.
7	Anita Marshall	So, what happens if two people from one household are qualified for the lottery?	We want the town chief to select one person from each household. Those selected will represent their household during the lottery process.



8	Anita Marshall	Will it be good for all the groups to plant the same crop?	No. When you have a surplus of one product, the price can automatically drop because the buyers like to mix their goods.
9	Anita Marshall	How can we value addition or preservation?	Well on the issue of preservation, we were trained at CARI in bong county to preserve our produce. But the project that trained us ended, and because of that, we could not continue. However, the new project can help us to train more people and supply us with the materials needed, we can do value addition and preservation.
10	Abu Sanda	Do you have a village saving program hear?	Yes, we have village savings here, but it's intended to help parents pay their children's school fees. The savings are made of 28 members with 5 leaders who manage loans and other activities.

After the PMT presented the purpose of the meeting by providing detailed information about the REALISE project, The Administrative assistant who was representing the County Superintendent thanked the PMT and asked the participants to follow up with any questions that they had. some participants asked questions for clarity and PMT members responded accordingly. For recommendation, the local authority requested that the Ministry of Agriculture not be left out in implementing project activities in the county. Additionally, the authority also requested that the selection of cooperatives should consider existing cooperatives in the county that are already known by the county authority. In closing, the authorities thanked the PMT and promised to work with the project in Lofa County.

**Stakeholder Engagement Meeting Held in Voinjama, Lofa County**

**Date: March 2, 2023**

**Background**


To certify the effectiveness conditions of the Additional Financing (AF) for the REALISE project, it is required that stakeholder engagement meetings be held at the county level to solicit feedback on project activities. Activities and scope under the current REALISE project are expected to increase with the addition of two new components. The AF will also scale up implementation activities to 11 counties across Liberia. Consequentially, the current Environmental and Safeguard (E&S) documents of the project have been updated and are being finalized to cover the new funding activities.

As a means of disclosing these documents, several engagements are being held with stakeholders across line ministries, and targeted beneficiary counties. Already, consultations have been held with civil society actors and key government stakeholders during the Social Protection Technical Committee and the Social Protection Steering Committee meetings held in Monrovia on September 8, 2022. The focus of these meetings centered on activities under the Liberia Household Social Registry and future programming of the activities which have been proposed to form part of Component 6 under the REALISE project. Consultations on the AF were also held in Monrovia with the Project Steering Committee of the REALISE Project, the National Youth Sector Steering Committee, as well as the County Steering Committee. On February 2<sup>nd</sup>, 2023, the project management team (PMT) held a consultation with the National Commission on Disabilities and the Organization of People with Disabilities in Congo Town. The consultation brought together key actors within these institutions to inform them about the AF scope and activities and gather their views on implementation.

In continuation of these engagement meetings, the PMT consulted with the Lofa county stakeholders on March 2, 2023, in Voinjama City. The consultation was aimed at creating awareness about the REALISE Project and gathering feedback that will aid in implementing the project. The County consultation meeting brought together stakeholders who represented the cross-section of the Administrative Districts of the county. The meeting was held in the conference room of the administrative building in Voinjama City, Lofa County.

After the PMT presented the purpose of the meeting by providing detailed information about the REALISE project, The Administrative assistant who was representing the County Superintendent thanked the PMT and asked the participants to follow up with any questions that they had. some participants asked questions for clarity and PMT members responded accordingly. For recommendation, the local authority requested that the Ministry of Agriculture not be left out in implementing project activities in the county. Additionally, the authority also requested that the selection of cooperatives should consider existing cooperatives in the county that are already known by the county authority. In closing, the authorities thanked the PMT and promised to work with the project in Lofa County.

# ANNEX 3: ATTENDANCE SHEETS



**RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT**

**STAKEHOLDER ENGAGEMENT MEETING**

Location: Voinjama Loh County Interested Party: Local Govt Authority Date: 03/02/2023

No.	NAME	POSITION	CONTACT No.	SIGNATURE
1	Jesse H. Bengu	Project Coordinator	0880649689	[Signature]
2	Muhammad A. Nasser	Special Project Coordinator	0886532125	[Signature]
3	Protus M. Sackie	Program Officer	0777885495	[Signature]
4	Joseph F. Kulleo	Special Audit Apt.	0776799454	[Signature]
5	JERRY F. MAMOTT	Budget officer	0777346212	[Signature]
6	SERINA TUCKER		0770196944	[Signature]
7	Whigmar Krahe		0770697969	[Signature]
8	Robert Z. Moinsema	Monitor	0775051180	[Signature]
9	Esther M. Demis	MIA	0880459256	[Signature]
10	Korpo Kamara	MIA		[Signature]
11	Lt. Tarnue Z. Boy Sah	Fire Service	0775433411	[Signature]
12	Kelemu B. Zubah	Libera land no	0770262251	[Signature]
13	Patrick K. Manjessie	MIA	0777-073-449	[Signature]
14	Francis S. Womuo	MOI (Coordinator)	0775977098	[Signature]
15	Inoch Lamba	MIA	0775245469	[Signature]
16	Prince T. Lakalah	VCC/MIA	0886616962	[Signature]
17	Gamma Bejan	MIA	0776967815	[Signature]
18	Edward Saah Chofullah	VUD	0775301867	[Signature]
19	JUSU Fomba	MIA	0778853582	[Signature]
20	Korzo Balkah	MIA	0777505991	[Signature]
21	Francis Sanyay	MPW	0777211824	[Signature]
22	Garmai D. Partee	MOGCSP	0770016123	[Signature]



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Location: Buchanan, Bassa Interested Party: County Authorities Date: Feb. 28, 2023

No.	NAME	POSITION	CONTACT No.	SIGNATURE
1	Tanjay Baikpeh	Superintendent	0770011044	Tanjay Baikpeh
2	Solomon T. Garkpah	county Inspector	0770340742	
3	Eddie L. Williams	C I O	0776668075	eddie.williams1090@gmail.com
4	Francis E. Davis	Social Worker	077011294	francisedavis@gmail.com
5	E. sansee Wokpeh	MOC I	0777282797	
6	Mekmo Kollie	MOA	0777451046	
7	Marthaline Blamo	MYS	0778404599	
8	Francis F. Moses	MFDP	0770821506	
9	J. Abu Sanda	REALISE	0886677999	
10	GEORGE N. OTTO	NWASHC	0770296522	
11	CHRISTIAN S. LOGAN	PROJECT CONSULTANT	0778323926	
12	Samuel G. Wilson	LPBO	0770113984	
13	Henry M. Sumo	REALISE	0777448242	



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Interested Party: NCD Location: Coppe Town Date: 2/2/23

No.	NAME	POSITION	ORGANIZATION	CONTACT No.	SIGNATURE
1	William Yarsiah	Regional Coordinator	NCD	0886486683	V.I
2	Oscar Yah	County Coordinator	NCD	0775156454	V.I
3	Melvin Harding	Director	SAPRD	0885574735	V.I
4	Bill Jallah	Director	CFUH	0770368261	B.J.
5	Rose Teah	Director	ADWIL	0775166872	
6	Jordan Beyant	President	GAADD	0776389329	V.I
7	Peter B.K. Fomo	President	NUOD	0770553676	V.I
8	Deddeh Roberts	Chairlady	LDMIA	0881904666	
9	Eugene Wessch	Head	SHD	0776439977	
10	Emmanuel Jackson	President	MSD	0886597468	
11	Lawrence Scawney	President	<del>MSD</del> CFB	0779067030	
12	Victor Wilson	President	MHD	0770046052	



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Interested Party: NC Location: Congo Town Date: 2/2/23

No.	NAME	POSITION	ORGANIZATION	CONTACT No.	SIGNATURE
13.	Jefferson Torkolon	Chairperson	LICHO	0770046052	V.I
14.	Emmanuel				
14.	Johnson K. Dondor	President	HIGAB	0777315596	V.I
15.	Evelyn K. Dennis	<del>CEO</del>	NCD	0770792061	
16.	Christine Gabiste		LSDC	0880153329	
17.	Deborah FOKO	U D W/President	UDW	0778573474	
18.	Sandra Flomo	President	CAPD	077617598	
19.	Joseph A. Jallah	President	LNAB	0775166872	
20.	Austin Banyo	President	NADO	0777087987	V.I
21.	Michael K. Tugbe	President	NAD SAC	0776612763	
22.	Dr. Charles Ayipah	Executive Director	Leaf Agric. Prod.	0775930659	
23.	Melvin Mars Jantior		NCD	0886132325	Melvin



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Interested Party: NCD Location: Congo Town Date: 2/2/23

No.	NAME	POSITION	ORGANIZATION	CONTACT No.	SIGNATURE
24.	Jannix Y. Innis	Women Win	Small Food Scale	0775702125	Jannix
25.	Joshua C. Buyl	DDTs (NCD)	National Commission on	0776679024	Joshua
26.	Thompson K. Wialim	St. Paul Bridge	DICRO	0775518025	Thompson
27.	Mohammed Sackor	Technical Person	NCD	0770900438	
28.	Josephina B. W. Grege	Sign language interpreter	NCD	077747563	JBW-Grege
29.	Benjamine Nathan	Interpreter	NCD	0776624339	
30.	Rev. Talleh Bama	Deputy Director	<del>NCD</del> NCD	077612694	
31.	Arb. Dandanson T. Baye	Chairperson	NCD	077211036	
32.	Rose B. Dangbeh	Secretary	NCD	0770142304	



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Location: KAKATA, Margibi Interested Party: County Authorities Date: Feb. 25, 2023

No.	NAME	POSITION	CONTACT No.	SIGNATURE
1	J. Francis Karpay, Jr.	DS	0886987382 0770168809	
2	E. Musu Tuahyounn	CHC	0886385172 0777748395	
3	Lester G. Taylor	Project planner	0886522099	
4	Mulbah J. Howard	CSC/KCC	0774407831	
5	Naymah M. Teah, Jr.	Public Relations Off	0778007829	
6	Diagon D. Kollie	Chi-Chwe-Mir	0886874255	
7	Saah Tomba	S.G/MOE	0886343627	
8	Kingsoreso D. W. W. Win	County Coordinator	0886509743	
9	Henry M. Sumo, Jr	Communications Off	0777448242	
10	LAWRENCE T. HOWARD	Ex-Officio	0770305637	
11	T. Ocarleus Subah	County Security Council Officer	0886977965 0770357123	
12	Aloysius Mamee	Treasury Affairs	0777989481	
13	Joe Benson Joseph	County information	0776452106	
14	M. Kpakonay Gboenkpa	County inspector	0886261482	



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Location: Schiji - Geh/Nimba Interested Party: Community Date: March 1, 2023

No.	NAME	POSITION	CONTACT No.	SIGNATURE
1	Ruth Mator	Youth	-	R. M.
2	Marthaline Genseen	Youth	0770104787	R. M.
3	Dicketa Zangbaye	"	-	O. Z
4	Jesting Garfar	"	0775533893	J. G.
5	Marthaline Kleah	"	-	M. K.
6	Luc R. K. K. K.	"	-	L. K.
7	Norhan Zeweah	"	0775524214	N. Z.
8	Christina Dokpah	"	0778472745	C. D.
9	Sannie Gbomon	"	-	S. G.
10	Koy Page	"	0770453083	K. P.
11	Alice Kleah	"	-	A. K.



RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT

STAKEHOLDER ENGAGEMENT MEETING

Location: Songbele Interested Party: County Authorities Date: March 1, 2023

No.	NAME	POSITION	CONTACT No.	SIGNATURE
1	Anderson Deye	Admin. Officer	077587335	
2	MARTIN FAHN	Secretary/Sip	0776020650	M-tahm
3	Ruogon P. Lah	ARS Exe. Director	077574175	
4	Henry M. Sano	Communications Officer	0777443242	
5	Michael P. Taylor	Protocol	0775211736	
6	WILLIAM S. MANDIA	MOYS COUNTY COORDINATOR	0770415212	
7	Laah Belleh Suah	Coordinator	0776244740	L Belleh
8	J. Abu Sando	Social Safeguard	0776277099	
9	Anta Marshall	PLFO	0776110582	
10	Jeremiah B. Tangean	City Mayor/SCC	0886463644	
11	Robbin Kpoayor	Mayor Baha city	0770389812	
12	Philip B. Horns	City Mayor Komplan	0776057227	
13	AMOS N.G. SUAH	City Mayor	0776490742	
14	Philip N. Tokpah	Dist. Supt.	0777180669	

**STAKEHOLDER ENGAGEMENT MEETING (Seyhi-Geh, Nimba)**



Cross section of community members in Seyhi-Geh



Seyhi-Geh, Nimba county: Engagement meeting



Buchanan City, Grand Bassa County: County Authorities



Buchanan City, Grand Bassa County: crosssection of participants





## STAKEHOLDER ENGAGEMENT MEETINGS (Margibi County)



## COUNTY ENGAGEMENT MEETINGS (Nimba County)



