



THE UNITED REPUBLIC OF TANZANIA

**TANZANIA SCALING-UP SUSTAINABLE MARINE FISHERIES AND
AQUACULTURE MANAGEMENT (TASFAM) PROJECT (P.179969)**

**MINISTRY OF LIVESTOCK AND FISHERIES
MINISTRY OF BLUE ECONOMY AND FISHERIES
DEEP SEA FISHING AUTHORITY**

STAKEHOLDERS ENGAGEMENT PLAN (SEP)

February, 2025

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List of Abbreviations

ABNJ	Area Beyond National Jurisdiction
BMU	Beach Management Unit
CARS	Communication Awareness Strategy
CBOs	Community-Based Organization
CBRM	Community-Based Routine Maintenance
CCS	Community Consultation and Sensitization
SFCs	Shehia Fishermen's Committees
CFMA	Collaborative Fishing Management Areas
CHABAMCA	Changuu – Bawe Marine Conservation Area
COWOFO	Coastal Women Fisheries Organization
DAWASA	Dar Es Salaam water Sanitation
DEMO	District Environmental Management Officer
DC	District Council
DMG	Dar es Salaam Merchant Group
DMRS	Dar Es Salaam Marine Park and Reserves
DSFA	Deep Sea Fishing Authority
EAC	East African Community
EEZ	Exclusive Economic Zone
EGH	Equity Group Holding
EIA	Environmental Impact Assessment
ESA	Environmental and Social Assessment
ESCP	Environmental and Social Commitment Plan
ESIA	Environmental and Social Impact Assessment
ESMF	Environmental and Social Management Framework
ESMP	Environmental and Social Management Plan
ESSs	Environmental and Social Standards
ESS 1	Environmental and Social Standards 1
ESS 2	Environmental and Social Standards 2

ESS 3	Environmental and Social Standards 3
ESS 4	Environmental and Social Standards 4
ESS 5	Environmental and Social Standards 5
ESS 6	Environmental and Social Standards 6
ESS 8	Environmental and Social Standards 8
ESS 10	Environmental and Social Standards 10
FAD	Fishing Aggregating Devices
FBOs	Faith-Based Organizations
FETA	Fisheries Education and Training Agency
FIS	Fisheries Information System
FMP	Fisheries management Plan
FYDP	Five Years Development Plan
GBV	Gender-Based Violence
GEF	Global Environment Facility
GIS	Geographic Information System
GRM	Grievance Redress Mechanism
HABs	Harmful algal blooms
IORA	Indian Ocean Rim Association
IUU	Illegal, Unreported, and Unregulated Fishing
LGAs	Local Government Authorities
LMP	Labor Management Plan
MMA	Marine Management Areas
MACEMP	Marine and Coastal Environment Management Project
MBEF	Ministry of Blue Economy and Fisheries (Zanzibar)
MBCA	Menai Bay Conservation Area
MBREMP	Mnazi Bay-Ruvuma Estuary Marine Park
MCA	Marine Conservation Areas
MCS	Monitoring Control and Surveillance
MIMCA	Mnemba Chwaka Bay

MIMP	Mafia Island Marine Park
MLF	Ministry of Livestock and Fisheries (Mainland Tanzania)
M&E	Monitoring & Evaluation
MPAs	Marine Protected Areas
MPRU	Marine Parks and Reserves Unit
MSP	Marine Spatial Planning
NMRC	National Mariculture Resource Centre
NGOs	Non – Governmental Organizations
PAPs	Project Affected Persons
PDO	Project Development Objective
PECCA	Pemba Channel Conservation Area
PF	Process Framework
PIU	Project Implementation Units
PFZ	Potential Fishing Zone
PPP	Public Private Partnership
RAS	Regional Administrative Secretary
RUWASA	Rural Water Supply and Sanitation Agency
SEA	Strategic Environmental Assessment
SEP	Stakeholder Engagement Plan
SFCs	Shehia Fishermen's Committee
SDGs	Sustainable Development Goals
SOP	Standard Operating Procedures
SWIOFC	South West Indian Ocean Fisheries Commission
SWIOFish	South West Indian Ocean Fisheries Governance and Shared Growth
SWIOFP	South West Indian Ocean Fisheries Project
TACMP	Tanga Coelacanth Marine Park
TAFICO	Tanzania Fisheries Cooperation
TASFAM	Tanzania Scaling Up Fisheries and Aquaculture Management

TAFIRI	Tanzanian Fisheries Research Institute
TAWFA	Tanzania Women Fish Workers Association
TBS	Tanzania Bureau of Standards
TOT	Trainer of Trainee
TUMCA	Tumbatu Marine Conservation Area
URT	The United Republic of Tanzania
VSL	Village Serving Loans
WB	The World Bank
WWF	Worldwide Fund for Nature
ZACCA	Zanzibar Climate Change Alliance
ZAFICO	Zanzibar Fishing Cooperation
ZAFIRI	Zanzibar Fisheries Research Institute
ZAPONET	Zanzibar Professional Ocean Network
ZECO	Zanzibar Electrical Cooperation
ZEMA	Zanzibar Environmental Management Authority
ZBS	Zanzibar Bureau Of Standards

1.0 INTRODUCTION

1.1 Background

The United Republic of Tanzania (Mainland Tanzania and Zanzibar) is in Eastern Africa between 1.00° - 11°45' S and 9°21' - 0°25' E. The country borders the Indian Ocean to the east. It has land borders with eight countries: (anti-clockwise from the north) Kenya, Uganda, Rwanda, Burundi, the Democratic Republic of Congo (across Lake Tanganyika), Zambia, Malawi and Mozambique. Mainland Tanzania encompasses the major islands of Mafia (518 km²), and Zanzibar consists of Unguja (1,666 km²) and Pemba (795 km²).

Mainland Tanzania and Zanzibar have rich marine and coastal resources, which provide a livelihood and primary food source for many of the estimated 13.4 million people living in the coastal areas of the main islands of Zanzibar and Tanzania. The fisheries sector is an economic and social mainstay that underpins the livelihoods of coastal communities in terms of poverty reduction, food security, income generation, employment, and forex earnings. The sector contributes 1.8 and 4.8 percent to the Gross Domestic Product (GDP) of Tanzania mainland and Zanzibar, respectively.

The importance of marine fishery to the coastal communities cannot be overemphasized. The over-dependence on marine fishery is beginning to become more evident, signs of environmental degradation start to emerge, and a decline in natural resources and biodiversity. The degradation is attributed to utilization pressures from the growing coastal population. Threats to sustainability are interpreted as factors and issues that impinge upon coastal systems' ecological, social, economic, political, and cultural viability. On top of these stressors, most of the captured fishery is wasted due to poor handling and storage resulting in high post-harvest losses (above 40 percent) due to poor post-harvest handling practices. The problem is observed chiefly from small- and medium-pelagic species, thus risking the value of the ecosystem goods and services provided by the marine fisheries.

Climate change variability and global warming impact Tanzania's food production systems consistently. The most impacted marine ecosystems, specifically shallow-water coastal ecosystems, include coral reefs, seagrasses, and mangroves. These areas solely serve as critical and putative spawning and nursery habitats of most fishes harvested by small-scale and artisanal fishers. Moreover, the existing Fisheries policies, Laws, and Regulations are not aligned with the blue economy development plan, thus falling short of its mandate to manage and develop the resources. There is also an inadequate institutional capacity to manage the fishery sector materially consistent with the current Blue Economic Development Policy. There is a shortage of essential equipment, facilities, and technologies required to implement the policy effectively.

It is with the above justification that the Government of Tanzania (GoT) through the three partner implementing agencies; the Ministry of Livestock and Fisheries (MLF)-Mainland, the Ministry of Blue Economy and Fisheries (MBEF)-Zanzibar, and Deep Sea Fishing Authority (DFSA) is currently preparing the TASFAM project whose objective is transformation and modernization of the fisheries management systems through intensifying the blue economy

potentials in coastal and marine fisheries resources for social equity, environmental sustainability, and productivity. The project aims to counter the underlying causes hindering the sector from achieving the development targets enshrined in the National Five-Year Development Plan (FYDP III) and other national and international development agendas. The project is set to link existing national strategies to reducing food and income poverty and mitigate the impact of and/or increase the resilience of the coastal community to climate change.

The implementation of the TASFAM Project is centered on people and hence this SEP will oversee the involvement of the local population towards the success of its projects as well as minimize and mitigate environmental and social risks related to the proposed projects. Nonetheless, this SEP will ensure smooth collaboration between project staff and local communities.

1.2 TASFAM Project Description

To enhance the management of Tanzania's coastal and marine fisheries and aquaculture for strengthened livelihoods. This would be achieved by enhancing the environmental sustainability of Tanzania's coastal resources with particular emphasis on the transformation and modernization of marine fisheries and aquaculture and the development of the blue economy by increasing private sector investments and strengthening and expanding the livelihoods of targeted coastal communities. This would include investments in critical coastal and marine biodiversity and habitat protection and conservation through blue carbon initiatives framework strengthening, promoting access to formal financial services through Village Saving Loan (VLS) Schemes, gender equity in employment opportunities within the fisheries and blue carbon sectors, and aquaculture investments in anticipation of projected adverse climate change impacts to coastal areas. The transformation and modernization of marine fisheries through enhanced community and private sector engagement, the establishment of a blue carbon framework, and an improved fisheries value chain for improved coastal communities' livelihood resilience and enhanced biodiversity conservation a key aspects of the project's future sustainability.

1.3 The TASFAM project has four components.

- Component 1. Developing a Sustainable and Climate-resilient Blue Economy
- Component 2. Improving Management and Sustainability of Marine Fisheries
- Component 3. Promoting Sustainable and Climate-resilient Marine Aquaculture
- Component 4. Project Management and Coordination

1.4 TASFAM Project Beneficiaries

The main project benefits artisanal fishing coastal communities, the private sector, NGOs, and CBOs including fishers, fish workers, aquaculturists, traders, investors, women and youth, and other vulnerable groups in the project areas. These groups, especially women, are the main contributors to fish processing, marketing, fish and fisheries product collection, and seaweed farming. Also, women groups constitute about half of the workforce in the fishing industry, in

managing household finances, credit, and savings. Several businesses and industries will benefit from the increased availability of fish and other fish products which are important raw materials.

1.5 TASFAM project Geographical Location

The project will be implemented in five regions in Mainland Tanzania's coastal area within Seventeen District Councils and Zanzibar will be implemented in five regions and eleven districts as shown in the Table below: -

Table 1: Geographical location for implementation of the TASFAM Project

Region	Districts Council
Tanga	Mkinga, Tanga City, Muheza, and Pangani
Pwani	Bagamoyo, Mkuranga, Mafia, Chalinze, and Kibiti
Dar es Salaam	Kinondoni, Ilala, and Kigamboni
Lindi	Lindi (M), Mtama, and Kilwa
Mtwara	Mtwara (Rural), and Mikindani
Mjini Magharibi	Mjini, Magharibi A, and Magharibi B.
Kaskazini Unguja	Kaskazini A, and Kaskazini B.
Kusini Unguja	Kusini, and Kati
Kaskazini Pemba	Wete, and Micheweni.
Kusini Pemba	Mkoani, and Chakechake

The project also will be implemented in an area covering coastal areas, internal waters, territorial waters, and the Exclusive Economic Zone (EEZ) of Tanzania.

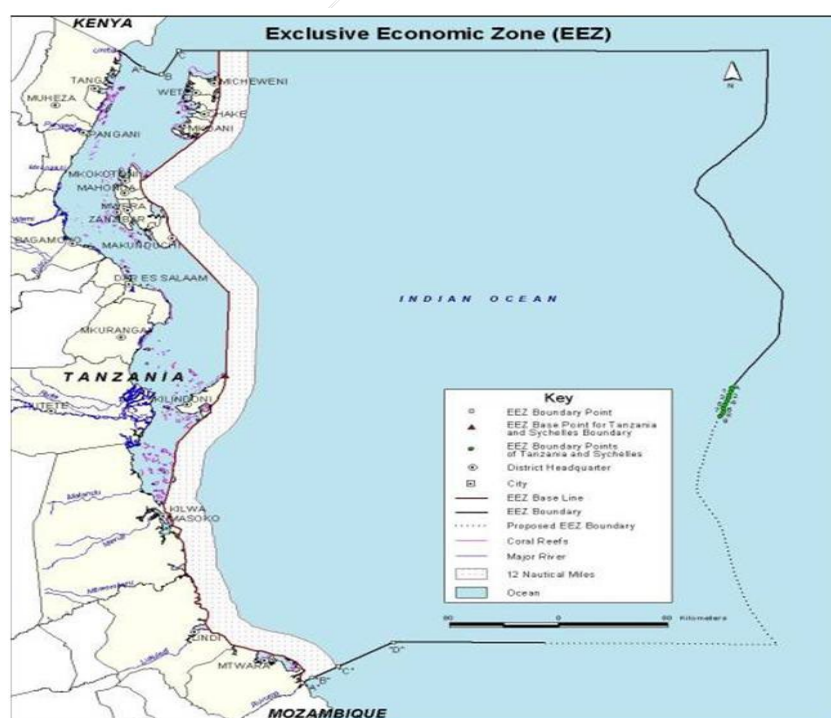


Figure 1: Geographical location of the TASFAM project

1.6 Objective of the Stakeholder Engagement Plan (SEP)

The objectives of this SEP are:

- To identify relevant stakeholders of this project and assess their interest and potential influence on the project
- To ensure that all relevant project stakeholders receive relevant information in an inclusive and culturally appropriate manner, thereby enabling their support and/or participation in the project implementation process
- To outline a responsive and functioning Grievance Redress Mechanism (GRM) that is readily available to project-affected parties to lodge project-related complaints and concerns and to allow the project to respond to and manage such grievances
- To provide means for effective constructive and inclusive engagement with project-affected parties and other interested parties throughout the project lifecycle on issues that could potentially affect them and,
- Ensure that appropriate project information on environmental and social risks and impacts is disclosed to stakeholders in a timely, accessible, and appropriate manner and format.

As a part of project preparation, the MLF, MBEF, and DFSA have identified key stakeholders that will be directly or indirectly affected by the project; carried out preliminary engagement with some of these stakeholders, and outlined ways by which they can share information with stakeholders, consult them in a meaningful way, and enable stakeholder participation and feedback to project implementation process. This SEP summarizes the findings of the analysis and describes the timing and methods of engagement with stakeholders throughout the life cycle of the project. In addition, the SEP is a dynamic document that will be reviewed and updated throughout the life of the Project.

2.0 BRIEF SUMMARY OF PREVIOUS STAKEHOLDER ENGAGEMENT ACTIVITIES

Preliminary consultations have been conducted with various key institutional and community stakeholders including ministries in both the United Republic of Tanzania and the Revolutionary Government of Zanzibar, educational institutions, Non-Governmental Organizations, Research Institutions Environmental authorities, Private sectors, Coastal Communities including Fishers and Seaweed Groups. Through these engagements, the government disclosed early project concepts and objectives, ideas, suggestions, and concerns which are being used to inform the project design. See the below table for more details.

Table 2: Below summarizes key engagements and issues discussed.

Stakeholder/date of engagement	Issues Discussed	Key points raised
Department of Fisheries Development and Marine Resources 12/05/2022	• Project concept, components, and objectives • Project implementation arrangements • Key environmental and social issues related to the project. • Challenges and achievements on previous project	• Expressed government interest in the project. • Stressed the need for strong support from the Bank to enable the Dept. to implement the project (including managing E&S risks and impacts) • Underlined the need to onboard required labor to undertake the assessment and prepare the instruments. • Pinpoint on scaling up the activities of the previous project
Zanzibar Environmental Management Authority, ZEMA 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements • Environmental concern on the TASFAM project	• Emphasize the need to follow the guidelines during the time of implementation of the project. • Highlighted the need to work effectively for Environmental management. • Discussed the need to give priority to the direct link between the project and ZEMA.
ZAFIRI/TAFIRI 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements	
SEAWEED GROUPS 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements	• Raised the concern on the seaweed price to be considered. • Discuss that the project should address the issue of diseases and climate change that affect seaweed farming
DISTRICT OFFICE 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements	• They pinpoint the importance of feedback during the implementation of the project. • There is a need to increase the local content on the implementation of the project

BMUs/SFCs 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements • Seek their comments and opinions.	• They discuss the need for capacity building for the members.
NGOs (WIOMSA, WCS, MCCC, WWF, ZACCA, BLUE VENTURE) 28/05/2022	• Project concept, components, and objectives • Project implementation arrangements	• Discuss the roles of NGOs as the key beneficiaries of the TASFAM project. • Rise the negative relationship between mangroves and seaweed farming

3.0 STAKEHOLDER IDENTIFICATION AND ANALYSIS

The TASFAM project stakeholders are parties who are directly or indirectly affected by the project activities, as well as those who may have interests in a project and/or the ability to influence its outcome, positively or negatively. The identification of stakeholders under the TASFAM project will be based on:-

- a) their roles and responsibilities
- b) possible influence/interest on the project.

Stakeholder analysis involves the process of identifying the stakeholder groups that are likely to affect or be affected by the specific projects within the TASFAM project and sorting them according to their impact on the project and the impact the project will have on them. Stakeholder analysis determines the relationship between stakeholders and the project and helps to identify the appropriate consultation methods for each stakeholder group during the life cycle of the project. Any additional stakeholders are added as the project advances to various stages of the cycle. The Stakeholder Engagement Plan will be updated throughout the project life.

3.1 Project Affected Parties

Affected parties are groups or individuals that can be directly (positively or negatively impacted) affected by the project. An impacted community may be affected through components of the natural or social environment because of various aspects of project activity and in varying degrees over its life cycle.

a) Positively affected

Direct beneficiaries include the general population of the specific areas where the various sub-projects of the TASFAM project will be implemented. The project will strengthen institutional capacity for coastal zone planning, resources management, and development conducive environment for investment in fisheries and mariculture value chain. Moreover, the project will improve mariculture management because of sustainable, environmentally sound, and socially acceptable aquaculture guidelines used for aquafarmers, improved private sector access to credit for the development of production facilities, and improved use of mariculture production technologies and infrastructure for aquaculture. The project will also improve artisanal Fisheries in Territorial Waters supported by a developed fishing management plan and regulations for sustainable artisanal fisheries, and increased engagement of national entrepreneurs, the private sector, and fishers in deep-sea fisheries. The project will support BMUs with operational offices contributing to strong co-management at the local level by BMUs, improved community livelihood who will be engaged in seaweed farming, fishing, and product processing and marketing, and increased fish harvest from voluntary seasonal community closure for octopus and prawns. The project will stabilize the value chain to reduce post-harvest loss for fishery and aquaculture products to improve the market, improved market chains, including cold stores/ice plants,

Construction will offer direct benefits to the construction companies and employment to the local people, with a strong emphasis on groups in a situation of vulnerability such as Vulnerable Groups, low-income women, people with disabilities, the elderly, and youth. Other specific PAPs include producers, professional organization, industry and fisher organizations, local management institutions, Shehia Fishermen's Committees (SFCs) and Village Fishermen's Committees (VFCs).

b) Negatively affected

The negatively affected PAPs include individuals and institutions with various interests in the land and marine water in the project area. The TASFAM project implementation within the coastal area of Tanzania may occur in areas where there are Vulnerable Groups and may have impacts related to physical and economic displacements as addressed in the ESSs: ESS 1- Assessment and management of Environmental and Social Risks and Impacts; ESS 2- Labor and Working Conditions; ESS 3 - Resource Efficiency and Pollution Prevention and Management; ESS 4 - Community Health and Safety; ESS 5 - Land Acquisition, Restrictions on Land Use and Involuntary Resettlement; ESS 6 - Biodiversity Conservation and Sustainable Management of Living Natural Resources; and ESS 8 - Cultural Heritage. These will also call for the implementation of the ESS 10 to engage the Vulnerable Groups towards specific mitigation plans of the impacts.

3.2 Other interested parties

An interested party is any person, group of persons, or organizations interested in an activity and may include project proponents, local or national government authorities, local or national politicians, traditional authorities, religious leaders, civil society organizations including NGOs, community-based organizations, and other businesses and/or private sector. The interested parties concerning the TASFAM project are shown in Table 3 below.

Table 3: The interested parties concerning the TASFAM project

S/N	Stakeholder	Project affected Parties	Other Interested Parties
1.	Regional Administrative Secretary		√
2.	District Executive Director		√
3.	Relevant Ministries, Agencies		√
4.	MPRU, MCAs, ZEMA, DoE, NEMC, FETA, TAFIRI, TAFICO, ZAFICO, ZAFIRI, TFS, OSHA, Antiquities,	√	√
5.	Utility Services Firms (ZECO, TANESCO, DAWASA, EWURA)		√
6.	Relevant Water Basins (Ruvuma and Southern Coastal Basin)		√

7.	CSOs (WWF, Sea Sense, TNC, MWAMBAO, WCS, BLUE VENTURE, ZACCA, USAid)		√
8.	Associations/Organizations: (TAWFA, COWOFO, UWAWABIMAO)	√	
9.	Local Communities (BMUs, SFCs, CFMAs, and CMGs)	√	
10	Faith-Based Organizations (FBOs – Mosques and Churches)		√
11	Private Sector (M & P Gas Exploration and Production, and ALPHAKRUST)	√	√
12	Other Interested Parties (Development Partners & International Bilaterally institutions) i. European Union ii. French Development Agency iii. Japan iv. Finland v. International Fund for Agriculture vi. The Nature Conservation	√	√

3.3 Disadvantaged individuals and vulnerable groups

Disadvantaged/vulnerable individuals or groups are potentially disproportionately affected and less able to benefit from opportunities offered by the project due to various socio-economic factors. These groups are also at risk of being excluded from the consultation process and may also have difficulties accessing and/or understanding information about the project and its environmental and social impacts and mitigation strategies. These groups include “those registered as poor with the local social services; women-headed households; elder-headed households (over 70 years pension age) without any other household member bringing in income; and households headed by disabled people. In addition, women and girls may be subject to impacts from Gender-Based Violence. Limitations related to participation include:

- Parents not consenting their children to participate in consultation meetings;
- Fear of expressing themselves;
- Language barrier;
- Transport limitations;
- Nature of the disability; and
- Cultural limitations.

These individuals/groups normally get information directly from their community leaders or family members. Consultations will be conducted in a conducive environment, inaccessible

locations, and at flexible and comfortable hours of the day. Sessions should be clear and short enough to minimize discomfort. Information to invite people for the consultations should be made accessible to everyone and with sufficient notice to ensure the participation of a broad range of stakeholders.

Consultations shall be made at times and places that are suitable for women, for example, normally in the early hours most of them are occupied with household activities. To enable these people to participate in the consultation process, the following services should be provided based on stakeholder needs:- translation into Swahili and local language, sign language, large print or Braille information; accessible venues for events; providing transportation to the meeting venue; having small, focused and short meetings where vulnerable stakeholders are more comfortable asking questions or raising concerns as outlined the summary table 4 below:-

Table 4: Summary of project stakeholder considerations

Stakeholder group	Key characteristics	Language needs	Preferred notification means	Specific needs
Project Affected Parties	Those who are affected or likely to be affected by the project	Language translators (Sign language, local language)	Public, formal, and focus group meetings. workshops. round table discussions. local radios and televisions. Project's website and social media. emails, print media. Surveys and site visits.	accessibility, large print, child care, daytime meetings, gender, cultural, and age sensitivity consultations,
Other interested parties	Those who may have an interest in the project			

4.0 STAKEHOLDER ENGAGEMENT PROGRAM

4.1 Purpose and timing of stakeholder engagement program

The stakeholder engagement program for the TASFAM project is to ensure that all stakeholders are fully involved in all stages (i.e., planning, design, construction, and maintenance) transparently and inclusively through community –centered design approach

Table 5: Timing of stakeholder engagement program

Project stage	Information to be disclosed		Methods proposed	Target stakeholder	Responsibilities
	Whole project	Sub-project			
Planning	Project design Project duration Potential impacts and risks Project benefits	concept notes site-specific risks and impacts	• Directly to stakeholders through their Addresses. • Meetings that are accessible for different groups and during times and in places where everyone can participate.	• Communities living along the project areas. • Relevant Ministries and Agencies • LGAs • Relevant NGOs • Community leadership • Business community within the project areas • Social amenities and their leadership	MLF/MB EF/DSF A
Design	ESMF Design Document ESCP, SEP, LMP. SEA, PF, site specific NMPs and CHMP (as part of ESMP) Confirm design specification. Discuss any changes resulting from Stakeholders' Engagement during the planning stage	ESMP ESIA TA studies	• MLF/MBEF/DSF A websites • Stakeholders' addresses • Meetings • visual displays in public places such as market & business centers, village/ward offices, worship areas, schools, etc.	• Communities living along the project areas. • Relevant Ministries and Agencies • LGAs • NGOs • Community leadership • Business community within the project areas • Social amenities and their leadership	MLF/MB EF/DSF A

Implementa- tion/ Constructi on	Contactors progress reports-discuss and disclose the implementation progress of the subproject ESIA, ESMP and LMP. -Implementation of ESCP, SEP, and GRM and any related Social Assessments.	• Implementa- tion of site-specific ESMP,	• MLF/MBEF/DSF • A websites • Stakeholders' addresses • Meetings • visual displays	• Communities living along the project areas including VGs. • Relevant Ministries and Agencies • LGAs • NGOs at the national, regional, and local levels.	MLF/MB EF/DSF A
Operation	Best practice on Blue Economy Precautions necessary to avoid risks to the marine industry	• Implementa- tion of Operatio n phase ESMP	• MLF/MBEF/DSF • A websites • Stakeholders' Meetings • visual displays	• Communities living along the project areas including VGs. • Relevant Ministries and Agencies • LGAs • NGOs at the national, regional, and local levels. • Project beneficiaries i.e. Fishermen	MLF/MB EF/DSF A
Closure	Progress reports: -Implementation of site-specific ESMP, ESIA, and LMP. -Implementation of ESCP, SEP, and VGPs. - discussion on the operation phase	• General feedback and lessons learned on project implementation.	• MLF/MBEF/DSF • A websites • Stakeholders' addresses • Meetings • visual displays	• Communities living along the project areas including VGs. • Relevant Ministries and Agencies • LGAs • NGOs at the national, regional, and local levels.	MLF/MB EF/DSF A

5.0 RESOURCES AND RESPONSIBILITIES FOR IMPLEMENTING STAKEHOLDER ENGAGEMENT ACTIVITIES

5.1 Resources

A tentative budget for implementing activities related to the Stakeholder Engagement Plan (SEP) over five years that covers the planning preparation and project implementation phases is provided in the table given below. The PIUs (MLF, MBEF, and DSFA) will review the plan half-yearly to determine if any changes to stakeholder classification or engagement are required. If required, the plan will be updated, and the budget items and budget will also be revised accordingly.

Table 6: TASFAM SEP Budget

Budget categories	Quantity	Unit costs	Times/ Years	Total costs	Remarks
1. Estimated Staff salaries* and related expenses					
1a. <i>Communications Consultant</i>	60	375,000.00	5	270,000,000.00	2 consultation meetings in a year in each subproject for 5 years
1b. <i>Travel costs for staff</i>	3	1,500,000.00	60	270,000,000.00	Two travels per year to each of the sub-projects for 5 years
1c. <i>Estimated salaries for Community Liaison Officers</i>	1	700,000.00	60	42,000,000.00	Monthly Salary / Remuneration
Sub – Total				312,000,000.00	
2. Consultations/ Participatory Planning, Decision-Making Meetings					
2a. <i>Project launch meetings</i>	6	23,000,000.00	1	138,000,000.00	6 Regional Meetings in Dar es Salaam, Tanga, Mtwara, Dodoma, Unguja, and Pemba.
2b. <i>Organization of focus groups</i>	10	5,000,000.00	1	50,000,000.00	Centres in each sub-project for 1 st year
Sub – Total				188,000,000.00	
3. Communication campaigns					
3a. <i>Posters, flyers</i>	-	Lump sum	5	200,000,000.00	Development of Posters and Flyers during Social events such as Sabasaba and Nanenane days
3b. <i>Social media campaign</i>	-	Lump sum	5	150,000,000.00	Radios, TVs, Blogs, etc.
Sub – Total				350,000,000.00	

4. Trainings					
4a. Training on social/environmental issues for PIU and contractor staff	2	15,000,000.00	3	90,000,000.00	PIUs and Contractor Staff will be trained on Social/environmental issues.
4b. Training on Gender-Based Violence (GBV), Sexual Exploitation & Abuse (SEA) for PIU and contractor staff	1	15,000,000.00	2	30,000,000.00	PIUs and Contractor Staff will be trained on Social/environmental issues.
Sub – Total				120,000,000.00	
5. Beneficiary surveys					
5a. Mid-project perception survey	1	120,000,000.00	1	120,000,000.00	Mid-term perception survey
5b. End-of-project perception survey	1	150,000,000.00	1	150,000,000.00	End-of-project perception survey
Sub – Total				270,000,000.00	
6. Grievance Mechanism					
6a. Training of GM committees	3	10,000,000.00	2	60,000,000.00	Members of GM Committees will be trained on how to handle issues.
6b. Suggestion boxes in villages	-	Lump sum	3	25,000,000.00	Suggestion boxes will be developed and installed in all villages where sub-projects are implemented.
6c. GM communication materials	-	Lump sum	4	40,000,000.00	GM communication materials will be developed
6d. Grievance investigations/site visits	-	Lump sum	5	60,000,000.00	Grievance investigations/Site visits will be undertaken.
6e. GM Information System (setting up or maintenance)	-	Lump sum	3	30,000,000.00	Setting up and maintenance of GM information System.
6f. Other GM Logistical Costs	-	Lump sum	2	15,000,000.00	GM logistical costs
Sub – Total				170,000,000.00	
7. Other expenses					
7a. Internal monitoring	30	1,250,000.00	5	187,500,000.00	For each subproject for five years

7b. <i>Communications</i>	360	25,000.00	5	45,000,000.00	Tsh. 25,000.00 per month for each sub-project for 5 years
Sub – Total				232,500,000.00	
TOTAL STAKEHOLDER ENGAGEMENT BUDGET:				1,642,500,000.00	

5.2 Management functions and responsibilities

The Environmental and Social (E&S) Team of MLF, MBEF, and DSFA will be managing and implementing the Stakeholder Engagement Plan. This will involve project implementing agencies (MLF, MBEF, and DSFA) attempting to increase the availability of information on the TASFAM project. By publicly disclosing the information it can motivate and improve the project performance. Environmental and Social experts will be responsible for carrying out each of the stakeholder engagement activities. The se experts will be ensure capacity building of the local E&S team for sustainability of the project

6.0 GRIEVANCE REDRESS MECHANISM

The project will put in place a responsive and functioning Grievance Redress Mechanism (GRM) to address the concerns and complaints of beneficiaries and project stakeholders by adopting an understandable and transparent process that is culturally appropriate and readily accessible to all the segments of affected communities. The project's GRM is at no cost to complainants and guarantees that there will be no retribution for people who lodge complaints on project activities. Furthermore, the grievance mechanism will not impede access to judicial and administrative remedies.

6.1 Objectives of the GRM

The objectives of the GRM are

- 6.1.1 Provide affected people with avenues for lodging complaints or resolving any disputethat may arise during the project lifecycle.
- 6.1.2 Ensure that appropriate and mutually acceptable redress actions are identified andimplemented to the satisfaction of complainants.
- 6.1.3 Avoid the need to resort to judicial proceedings as far as possible.
- 6.1.4 In the case of indigenous people and vulnerable people, adopt culturally appropriate and accessible means by which they can lodge complaints about redress through theircustomary dispute settlement mechanisms.

6.2 Grievance implementation procedure

The project will develop a written grievance procedure/manual in consultation with project-impacted parties and stakeholders. It will incorporate the following steps.

Step 1: Receipt and Registration

Step 2: Classification and Prioritization

Step 3: Investigation

Step 4: Resolution and Feedback

Step 5: Monitoring and Evaluation

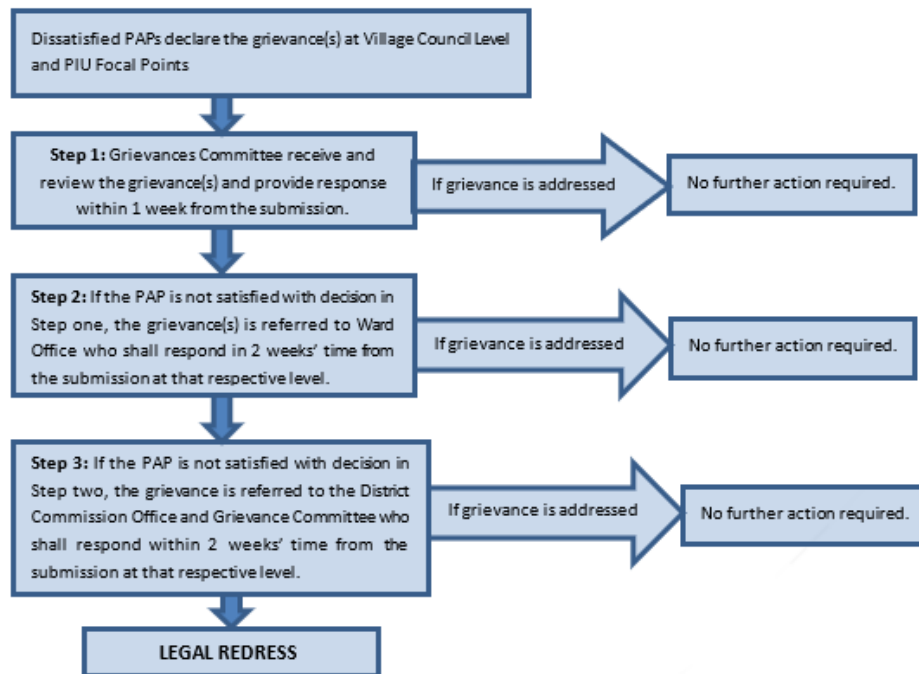


Figure 2: The TASFAM Project GRM flow chart

6.2.1 GRM Procedures

Step 1: Grievance receipt and registration

Complainants may submit a grievance verbally or in writing via the Project Grievance Form, to their respective Shehia/Village Council/ chairman or local authority. Where feasible, the chairman/local authority may resolve the grievance according to customary rules/procedures. Where the chairman/local authority is unable to find a satisfactory solution, he/she may refer the grievance to authorities within the Project Implementing Units (**MLF, MBEF, and DSFA**).

The Implementation units will be responsible for receiving unresolved grievances as well as compiling newly registered grievances weekly. Compiled grievances will be monitored in a grievance database that is managed by a designated **MLF, MBEF, DSFA focal points**

Complainants may bypass local authorities and register their grievances directly through the channel established by the Project. Where grievances cannot be addressed by the Implementing unit, they will be escalated to the GRM Committee.

The receiving party will record the grievance in an official logbook as well as acknowledge the grievance upon receipt or within five days. Receiving parties will communicate to the complainant the remaining steps within the GRM and any relevant timelines.

Step 2: Screening and Prioritization

Grievances that have not been resolved at the local level will be classified and prioritized whereby the potential risks will be determined, and subsequent steps for investigation. This may require reviewing records of similar incidents or occurrences, any available evidence, supporting documents, or statements.

Step 3: Grievance Investigation

The resolution of a grievance may require additional information to clarify the situation and/or improve communication between the complainant and **MLF, MBEF, and DSFA**. In addition, it may be necessary to introduce mitigation measures to prevent the problem from recurring in the future.

Where these cases occur, **MLF, MBEF, and DSFA** social specialists will organize telephone or face-to-face meetings to investigate the complainant's allegations as well as verify the validity and/or gravity of the grievance. If the grievance relates to a specific site or location, the social team will organize a site inspection.

The social specialists will gather supporting information to identify corrective or preventive measures to properly address the grievance including photographs and/or other documentary evidence.

Step 4: Resolution and Feedback to Complainant (s)

After investigations, the social specialists will draft a formal communication to the complainant detailing the investigation findings as well as any proposed response.

The social specialists will communicate the response, discuss any mutual commitments, and ask for the complainants' agreement. If the complainant is not satisfied with the resolution, or the outcome of the agreed corrective actions, the response should be reviewed and (if appropriate) amended considering further discussion/negotiation. **MLF, MBEF, and DSFA** may provide mediation as an option where users are not satisfied with the proposed resolution.

Grievance resolution should be provided to complainants within 15 days of receipt of the initial grievance. If more time is required, this will be communicated clearly in advance to the concerned party. Where the complainant is satisfied with the response provided to their grievance, the social specialists will close out the grievance in the grievance database

If the complainant is not satisfied with the resolution or the outcome of the agreed corrective actions, the issue may be escalated to the GRM Committee for further review and additional corrective actions. The aggrieved party will also retain the right at any point throughout the GRM to appeal to judicial recourse. Any party resorting to a court of law will be exempt from all

administrative and legal fees under the grievance redress procedures. Forms for receiving, responding to, and closing reported grievances are attached in Appendix III-V

Step 5: Monitoring and Evaluation

All correspondence and corrective actions will be tracked in the grievance database. Reports from the grievance database including resolution and feedback will be discussed by the GRM committee.

6.2.2 Handling of GR related to GBV/SE/SH.

MLF, MBEF, and DSFA will be accountable for managing all related GBV, SEA/SH, but will work to collaborate with different entities/systems in the country in addressing the raised claims. This will include Hospitals, Police Stations, psychologists, courts, and Social Workers. **MLF, MBEF, and DSFA** will ensure GBV/SE/SH registering protocols are adhered to including (a) the nature of the complaint (what the complainant says in her/his own words without direct questioning, (b) if, to the best of their knowledge, the perpetrator is associated with the project, and if, possible, the age and sex of the survivors. Different entry points where survivors can place complaints confidentially shall be identified and linked to the GRM process.

Figure 3: GRM Protocol for GBV survivors

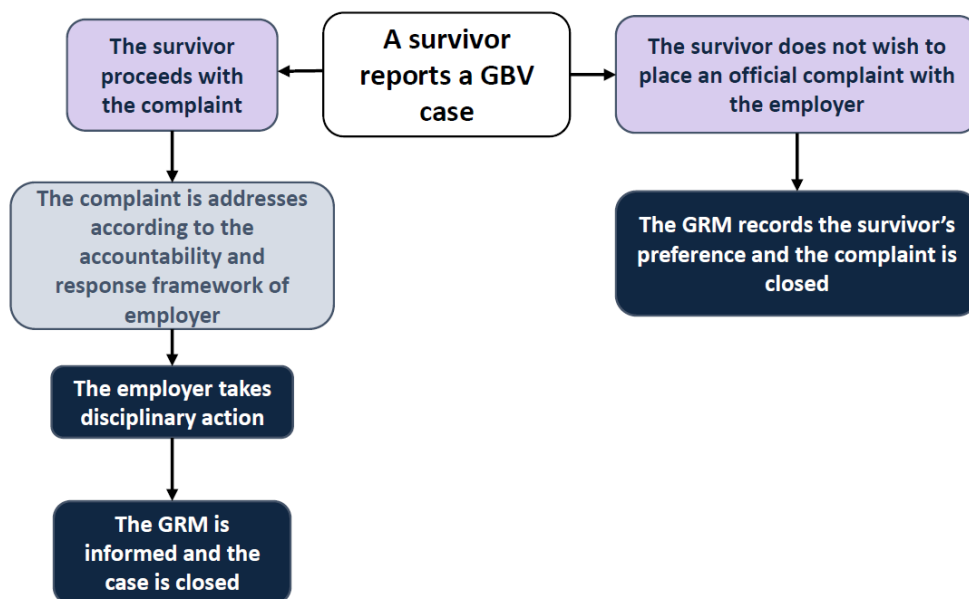


Table 7: Management Roles and Responsibilities

Category	Actors	Roles and Responsibilities
Internal (MLF, MBEF, DSFA)	Human Resource	• Custodian • Implementation of GBV action plan through work contracts and code of conduct • Provide orientation courses to new staff in collaboration with the E&S team
	Legal	• Provide legal awareness to staff on related organization frameworks. • Ensuring that contractors are in compliance with GBV action plan and other legal documents • Provide Legal advice ensuring all the required proceedings for survivors of SEA/SH are taken and reach their finality internally and externally.
	Environment and Social	• Prepare policy implementation, action plans, and strategies • Stakeholder engagement and raising awareness internally and externally • Resource mobilization • Conduct and coordinate public outreach • Mainstreaming the GBV policy and GBV action plan in all departments within MLF, MBEF, and DSFA. • Take the lead in Prevention, Protection, Assessing, Mitigating, monitoring, and responding to GBV and SEA/SEA cases • Updating and managing of GBV and SEA database • Monitoring and evaluation
External	Non-Governmental Organizations (NGOs)	• Provide technical support/assistance under the policy • Provide victim assistance following nationally agreed service provision to GBV survivors
	Sector Ministries (Ministries such as MoCDGWSG, Departments and Agencies, such as MoLCA)	• Reform and expand legal aid services, especially to vulnerable groups • Strengthen access to justice for effective implementation of the GBV policy • Provision of guidelines on how to handle GBV and SEA cases.
	Local Government Authorities	• Ensuring the safety and protection of the community. • Helping in establishing GBV prevention committee. • Respond to GBV cases

Category	Actors	Roles and Responsibilities
	Service provider (contractors)	• Ensure implementation of GBV mainly SEA/SH policies • Provide awareness Training to their workers by the contractor's team as well as implement unit-GBV specialists • Work closely with community leaders to address GBV cases
	Media House	• Integrate GBV policy into the TRC Communication strategy • Publish and share info about GBV
	Religious and Traditional leaders	• Provide awareness to the community
	Development Partners	• Financial aids • Technical support

6.3 Records Keeping

A simple database is often useful to manage and monitor grievances. A good practice is to log all grievances, even recurrent ones or grievances that will eventually be dismissed as unreasonable. A database will be established to document and track on grievances as follows:

- Nature of complaint.
- The name and contact details of the complainant, if appropriate.
- The date that the complaint was logged.
- The location where the complaint is related to;
- The name of the technical staff charged with addressing the complaint, if appropriate.
- Any follow-up actions are taken.
- How and when relevant Project decisions were communicated to the complainant.
- Whether longer-term management actions have been taken to avoid the recurrence of similar grievances in the future, if applicable.

7.0 MONITORING AND REPORTING

7.1 Involvement of Project Implementation Team (PIU) in monitoring activities

Monitoring will be conducted as a routine exercise to avoid the occurrence of environmental and social risks in the operation phase. Monitoring of Environmental and Social issues will focus on impacts identified in ESIA and its proposed mitigation. During the TASFAM Project implementation phase, PIUs will monitor the implementation of safeguards to ensure that the contractor is in line with the Environmental and Social Management Plan (ESMP). Furthermore, users will continue to monitor the effectiveness of the ESMPs after the construction phase and identify any risks that may emerge during the operation phase.

The contractor will prepare monthly, quarterly, semi-annual, and annual progress reports that will summarize the ESMPs compliance, these reports will be submitted to PIUs (through the Supervision Engineer/Consultant if hired) and later on, shared with the WB. These reports will also be disclosed to the public.

The contractor through the supervising engineer will prepare brief monthly reports on stakeholder engagement activities for the operations which include:

- Activities conducted during each month.
- Entries to the grievance register.
- Entries to the commitment and concerns register.
- Number of visitations to the information center.
- Progress on partnership and other social projects.
- New stakeholder groups (where relevant); and
- Plans for the next month and longer-term plans.

7.2 Reporting back to stakeholder groups

Important details on the progress of the project will be reported to stakeholders. The reporting may also include new or corrected information since the last report. PIUs E&S unit (as applicable) will prepare a plan and organize measures to keep track of commitments made to various stakeholder groups at various times and communicate progress made against these commitments regularly.

Table 8: Methods and frequency of reporting to stakeholders

Reporting Party	Reporting Method	Stakeholder	Reporting Information	Frequency
Project Implementation Unit (PIU)	Official Correspondence	Relevant Ministries & Agencies	✓ Project progress ✓ Plans for next step. ✓ Issues and changes	Quarterly
Safeguard Team	✓ Official Correspondence ✓ Correspondence by email or postal mail	✓ Local Community	✓ Project progress ✓ Plans for next step. ✓ Issues and changes	✓ Monthly ✓ Quarterly ✓ when changes occur

The project aims to apply two methods to monitor the overall outcomes of stakeholder engagement. These are:

- i. **Review of engagement activities in the field:** The E&S staff of the participating municipalities will assess the usefulness and effectiveness of the stakeholder consultations that will be organized quarterly by using a feedback form and interviewing the participants after the activity. The feedback and comments made by the participants will be carefully examined and appropriate changes/reforms will be made in future engagement activities to enhance their effectiveness. Such changes will be communicated to the stakeholders in the next consultation.
- ii. **Periodic reporting:** The E&S staff present at the local level will prepare a quarterly SEP Implementation Report and submit it to the E&S officer of the PMU at MLF, MBEF, and DFSA. Once approved by the E&S officer and the chief of the PMU, the report will be disseminated to the stakeholders through periodic consultations and the project and Agencies (MLF, MBEF, and DSFA) websites.

APPENDIX I: A Brief Description of People-Centered Consultation for the TASFAM Pilot Projects

The process of public consultation to identify the key issues and impacts of the proposed TASFAM project was undertaken from 21st April 2022 to 4th May 2022. Views from the stakeholders who in one way or another would be affected or rather interested in the proposed project were sought through the administering of questionnaires, interviews with key informants, and through focus group discussions. Information was also collected through direct observation.

The objective of consulting stakeholders was to provide clear and accurate information about the TASFAM project and promote understanding through the active engagement of individuals, groups, and organizations, who have a stake in the project. Moreover, the consultation aimed to obtain stakeholders' views, concerns, and opinions regarding the project, as well as the potential environmental and social issues associated with the implementation of the TASFAM project.

The stakeholder consultations exercise was conducted by a Six Team of Experts from the Ministry of Livestock and Fisheries (MLF), Ministry of Blue Economy and Fisheries (MBEF), and Deep-Sea Fishing Authority (DSFA). Different stakeholders were consulted including Government Ministries, Departments, and agencies; the Coastal Regional Administrative Secretariat (RAS) responsible for fisheries, Planning, Environment, and Social Development; Coastal District Executive Directors and their team of experts; Coastal Local communities (Village Chairperson, Village Executive Officer, Ward Executive Officer, and members of Beach Management Units - BMU's and Shehia Fisheries Committees (SFCs). Representatives of BMU and SFC were Males and Females who are members. The representatives participated in the Meetings, Workshops, and face-to-face individual interviews, names of participants who participated in consultations are listed in Appendix VI.

Other stakeholders include Non-Governmental Organizations – NGOs (WWF, Sea Sense, MWAMBAO, and Swiss Aid, WCS, ZACCA, WIOMSA, ZAPONET, and BLUEVENTURE); Community-Based Organizations – CBOs (COWOFO/TAWFA, UWAWABIMAU, and WAMABA); Faith Based Organization (FBOs); and Private Sector (M & P Gas Exploration and Production, and ALPHAKRUST). In addition, the relevant key implementing partner institutions of TASFAM including, among others, the Tanzania Fisheries Research Institute (TAFIRI); Institute of Marine Sciences (IMS), Zanzibar Fisheries Research Institute (ZAFIRI), Fisheries and Education Training Agency (FETA); Marine Park and Reserve Unit (MPRU), Marine Conservation Areas (MCAs), Zanzibar Fisheries Company (ZAFICO) and Tanzania Fisheries Cooperation (TAFICO).



Figure 4: Photo above Some consultation meeting with local communities at Unguja and Pemba, Zanzibar



Figure 5: Photo above Some consultation meeting with local communities at Tanga and Mtwara, Mainland Tanzania

The following are the stakeholder's concerns/views and expectations that the TASFAM project will consider during the implementation of the project. The main issues covered and not limited to:- Main livelihood activities, incidences of illegal fishing, access to microfinance/micro-credit, threats to sustainable fisheries management, the status of loss of biodiversity, the status of loss of ecosystem services, identification of capacity gaps, environmental and social risks and impacts to the community and proposed mitigation measures.

The resulting details of issues and concerns that arose during various meetings and discussions with individuals, groups, and institutions consulted have been summarized in the table below:-

Table 9: Issues raised and responses during the community consultations in Proposed project areas of coastal zones.

S/No	Description/Findings	Location	Solution/Initiative
1.	The best practices of the SWIOFish project should be captured and replicated in coastal areas.	Throughout	Noted and will practice in the TASFAM project.

S/No	Description/Findings	Location	Solution/Initiative
2.	Fishers and other fisheries-related businesses should be capacitated in terms of skills and equipment so that they improve their business and change from fishing in shallow water to venturing into the deep sea.	Throughout	There is a sub-component in the TASFAM project that will address this concern.
3.	Fishers are using unsustainable fishing gear, for instance, the use of ring nets in shallow water and, the use of monofilament, which can cause ghost fishing (Unintended fishing)	Throughout	The TASFAM project will build the capacity of fishers to use sustainable fishing gear.
4.	Alternative Income generating Activities should be implemented to avoid overdependence on Marine resources by communities which affects conservation activities and sustainability of the resources	Throughout	Point noted for implementation.
5.	In the TASFAM project, it has been recommended to mainstream RASs in the Institutional arrangement to improve supervision and effective implementation.	Localized	Noted
6.	Strengthening of co-management at the local level has resulted in bringing about a sense of ownership to the communities where through their BMUs they collect fisheries data, conduct patrols, conduct beach cleaning once a month, etc.	Localized	Comment is taken for implementation.
7.	BMUs requested to be supported with fishing vessels, ecotourism business, mariculture activities, and revolving funds for fisher communities.	Localized	Comment is taken for implementation.
8.	There is a high level of mangrove deforestation, Illegal poachers collect mangrove logs and transport them to Zanzibar and the problem needs immediate action.	Localized	Comment is taken for implementation.
9.	It was reported that women did not participate in the Octopus opening due to the event being conducted during the Holy Month of Ramadan whereas women had to remain at home preparing iftar. Rescheduling in the future is proposed to allow women to participate.	Localized	Comment is taken for implementation.
10.	TASFAM project may support preliminary studies and mapping of suitable areas for closing. May also support small patrol boats and safety equipment	Localized	Noted
11.	The nature of support should consider the entire respective fishery value chain. The project should also support activities that relate to conservation e.g., beekeeping, ecotourism, etc. in mangroves and coral reefs respectively as alternative sources of livelihood.	Throughout	Noted
12.	Climate change has impacted inshore seaweed farming, and proposed offshore seaweed farming is a feasible alternative.	localized	Noted
13.	Generation of dust and loose material	Throughout	Watering as a solution.

APPENDIX II – Stakeholder Validation Workshop

The Ministry of Livestock and Fisheries (MLF) Mainland Tanzania in collaboration with the Ministry of Blue Economy and Fisheries (MBEF), Zanzibar, and Deep Sea Fishing Authority (DSFA) organized two stakeholder workshops to discuss and validate the draft Environmental and Social Assessment (ESA), Environmental and Social Management Framework (ESMF), and Stakeholder Engagement Plan (SEP) for the proposed TASFAM Project.” The workshops were held on 22nd September 2023 in Zanzibar and on 25th September 2023 in Dodoma, respectively. The workshop participants were drawn from various sectors including representatives from Local Government Authorities, sector Ministries, higher learning Institutions, Civil Society Organizations, the Private sector, Local communities, and Media.

The objective of the workshops was to review, discuss, and validate the information on the draft Environmental and Social Assessment (ESA), Environmental and Social Management Framework (ESMF), and Stakeholder Engagement Plan (SEP) for the proposed TASFAM Project.” The inputs from stakeholders were necessary for the improvement of the documents and to create a sense of people-centered ownership before submitted to the World Bank.



Figure 6: Stakeholder Validation Workshop on 22.09.2023 in Zanzibar and 25.09.2023 Dodoma

Following the two presentations, the participants had an opportunity to provide comments. The participants made the following recommendations to take into consideration in the improvement of the draft documents: -

Table 10: Issues raised and responses during the Stakeholder Validation Workshops

S/No	Description/Findings	Location	Solution/Initiative
1.	There is a need to update data to incorporate the current data such as population and number of tourists.	Throughout	Noted and updated.
2.	Mariculture should be considered during project implementation, especially bivalve farming and deep-water seaweed farming as shallow-water seaweed farming has been affected by Climate change.	Throughout	Point taken.
3.	Participants wanted to know the role of district administrators in implementing the TASFAM project and the involvement of disabled people in the implementation of the project.	Throughout	- At the district level, there will be a TASFAM Project Focal Point. - Disabled people will be identified and will be involved in the project implementation.
4.	He wanted to know how the people of Kivunge village in Zanzibar will benefit from the implementation of the TASFAM project and he requested the project to consider the people of the village first.	Localized	Point noted and the project will be implemented in a government procedure
5.	He echoed how illegal fishing is done by the migratory fishers especially Kaskazini district in Unguja.	Localized	Noted
6.	There are 22 Shehia in Micheweni district which are directly supposed to be part of the project implementation. He requested the project to build capacity of the district in various areas.	Localized	Comment is taken for implementation.
7.	Seaweed farming in the Central district has proved a failure, instead, he insisted the project concentrate on deep water seaweed farming.	Localized	Comment is taken for implementation.
8.	The project should build the capacities of fishers from shallow water fishing to deeper water fishing;	Localized	Comment is taken for implementation.
9.	DSFA is issuing deep-sea fishing Licenses but what we are receiving from deep-sea fishing is only bycatch why?	Throughout	According to the United Nations Law of the Sea, Coastal States may allow other nations to fish in their EEZ under special agreements/including issuing access permits (Licenses). Vessels operating under such arrangements are not obliged to land catch in coastal states. Tanzania is a victim of this because we do not have fisheries infrastructure to oversee Vessels and Catch and other supplies. The catch is from flag vessels to support national food and nutritional security.
10.	When you are talking of fishers, these are groups of people of low classes, common people, or local communities on which the project should focus.	Localized	Noted
11.	We need to clarify (Tumbatu, Zanzibar) the areas that the project will focus on so that we get prepared for project implementation.	Throughout	The project will focus on the coastal districts of the United Republic of Tanzania and

S/No	Description/Findings	Location	Solution/Initiative
			during implementation will follow Government procedures.
12.	They requested that the project provide enough education to project implementers and beneficiaries so that at the project closure there will be an element of project sustainability;	localized	Noted
13.	The project should build capacity of fishers in terms of skills and equipment in such a way that fishers will not destroy fisheries resources;	Throughout	Comment is taken for implementation.
14.	The project should promote farming of seaweed, sea cucumber, etc. as an alternative livelihood to fishers to allow fisheries temporary closure;	Throughout	Comment is taken for implementation.
15.	Participants requested the TASFAM project to discourage shallow water seaweed farming which uses a lot of mangrove trees and instead focus on deep water seaweed farming which does not use mangrove trees.	Throughout	Comment is taken for implementation.
16.	The project should focus on mariculture as well as freshwater fish culture such as Cichlids (Sato) farming.	Throughout	Comment is taken for implementation.
17.	Participants requested that Grievances Redress Mechanism (GRM) procedures be extended to the regional level instead of ending at the district level.	Throughout	Noted
18.	Participants wanted to know which members of GRM are drawn from which institutions. And who is electing them? And which size of the project requires ESMP and ESIA? He advised that members of the GRM should have ToR.	Throughout	Depending on the nature of the project, normally members of the GRM are taken from PIU, Local Government Authority, Contractor (Low carder), and Consultant.
19.	Participants recommended that the Stakeholder Engagement Plan is very crucial and should be done as early as possible.	Throughout	Comment is taken for implementation.
20.	In Stakeholder Engagement Plan what are the procedures to follow in engaging the stakeholder?	Throughout	The procedures have been explained in Chapter 4 of the SEP document on the Stakeholder Engagement Programme.
21.	It was advised that the ESMP and ESIA should done as early as possible, otherwise may delay implementation of the project activities.	Throughout	Comment is taken for implementation.
22.	Extending GRM procedures to the regional level is challenging and is not realistic because of the geographical location of the regional headquarters.	Throughout	Noted

APPENDIX III – Sample Grievance Registration Forms

Table 11: Sample Grievance Registration Forms

COMPLAINANT DETAILS	
Name of Complaint:	
Address:	
Telephone number	
District	
village / Estate / Street	
ID number	

Date of receipt:.....

Description of complaint:

Nature of grievance:.....

Location of grievance.

Region	
District	
Ward	
Village / Street	
Cell	
Location – Name and GPS Coordinates	

Deadline for Response (60 days from the date the grievance was received):.....

Signature of complaint Date:

Name and signature of witness;.....Date:

Name of project personnel: Date:

Signature of personnel: Date:

APPENDIX IV: Sample Grievance Resolution Form

Table 12: Sample Grievance Resolution

COMPLAINANT DETAILS	
Name of Complaint:	
Address:	
Telephone number	
District	
Village / Estate / Street	
ID number	

Date of response to complaint:.....

Response to the complaint:

Name of witness (if available)

Acknowledgement of resolution of grievance:

.....

Location of grievance

Region	
District	
Division / Ward	
Village / Street	
Cell	
Location Name and GPS Coordinates	

Signature of complaint Date:

Name of project personnel: Date:

Signature of personnel: Date:

APPENDIX V: Sample Grievance Log

Table 13: Sample Grievance Log

<i>Instructions: This form comprises two parts: Part A is the response of the committee handling the grievance against the complaints raised by PAPs or other stakeholders. Part B is the clearance/approval of satisfaction or unsatisfaction of the committee response against his/her complaints</i>	
PART A: FOR OFFICIAL USE ONLY:	
Reg. Number:	Date Opened:
Name of the Recorder:	Contact Number:
Location:.....	
Category and classification of complaints or suggestions raised:.....	
Comments from Grievance Handling Committee	
Resolved: ☐ Referred ☐ Closed: Reasons for Referral:	
Name & Signature of Officer Date:	

NB: This form will be filled in after the committee sits and discusses the complaints and agrees on the responses/solutions.

PART B: (TO BE FILLED BY PROJECT AFFECTED PERSON/COMPLAINANT)	
Unsatisfactorily handled ☐	Satisfactorily Handled: ☐
The information provided above is true and correct to the best of my knowledge.	
Signature of Complainant:	Date:
Comments from Grievance Handling Committee	
Resolved: ☐ Referred: ☐ Closed:	
Name and Signature of GH Officer Date:	