SUMMARY

The aim of the stakeholder consultation is to meaningfully engage stakeholders and discuss potential environmental, social and economic impacts (both positive contributions and potential risks) that projects may have during design, planning, implementation and operational stages of the project and to establish ongoing mechanism for feedback in consultation with stakeholders. This document specifies the requirements for stakeholder consultation and engagement for projects seeking certification under GS4GG. To assist project developers, the detailed guidelines are provided in the Stakeholder Consultation and Engagement Guidelines.

The Fig 1 presents a schematic diagram of stepwise approach for conducting stakeholder consultation and establishing continuous input and grievance mechanism.
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1 | SCOPE, APPLICABILITY AND ENTRY INTO FORCE

1.1 | Scope
1.1.1 | This document sets out the requirements for stakeholder consultation and engagement corresponding to the Gold Standard for Global Goals (GS4GG) Principles and Requirements.

1.2 | Applicability
1.2.1 | The requirements specified in this document apply to all Projects for which Project Developer/Coordinating and Managing Entity (CME) seeks certification under GS4GG.

1.3 | Entry into force
1.3.1 | This document comes into force on dd/mm/yyyy.

2 | DEFINITIONS

2.1.1 | In addition to definitions contained in GS4GG – Glossary of terms, the following definitions apply to this document:

a. Expert stakeholder refers to the individuals that hold specific expertise or knowledge about the organisation, process, or activity being audited and/or about the context and practices to which the project is applied. For the purposes of GS4GG, a Stakeholder is considered an expert if they hold over 10 years of relevant, contextually specific professional, academic or practical experience in a given topic. Higher academic qualifications are preferred but can be justified as not required if necessary.

b. Marginalised individuals and groups refer to the section of society that experiences exclusion (social, political and economic), discrimination and, for whatever reason, are unable to participate in the mainstream economic, political, cultural and social activities. A few most common marginalised groups are women, youth, poor communities, informal sector workers, ethnic minorities, indigenous peoples, disabled or elderly people, and members of the LGBTQ community.

c. Meaningful consultation refers collectively to meaningful consultation and participation in a two-way process that:
   - is ongoing and iterative throughout the project cycle, starting as early as possible, and
   - ensures that different categories of stakeholders are represented and involved, and
   - is equitable and non-discriminatory, and ensure that poorer or more vulnerable parts of the affected stakeholders are given a voice, and
   - is transparent and based on factual information, including about the scope of consultation and ability of stakeholders to influence project decision, and
   - encourages stakeholder feedback and engagement in the project development, design and implementation process, and
is based on the prior disclosure and dissemination of relevant, transparent, objective, meaningful and easily accessible information in a timely manner and culturally appropriate format, and
− considers and responds to feedback, and
− is free of external manipulation, interference, coercion, discrimination, and intimidation, and
− is systematically documented and relevant aspects of it is disclosed publicly in a transparent manner.
d. Relevant stakeholder is a collective term for local, affected, interested and expert stakeholders.
e. Stakeholder consultation is a broad term that covers process involving stakeholder identification, Stakeholder Engagement planning, disclosure of information, consultation and participation, monitoring, evaluation of feedback and, addressing grievances, throughout the project life.
f. Stakeholder refers to individuals, groups or institutions that have a stake, or an interest in the project activity – that may be affected by it (either positively or negatively) or they may have an interest in it and be in a position to influence its outcomes – such as local communities, Indigenous Peoples, civil society organisations, and private sector entities, comprising women, men, girls and boys. They can include, among others, relevant ministries, local governments, and locally affected people, national and local NGOs, community-based organisations (CBOs), Indigenous Peoples organisations, women’s groups, private sector companies, farmers, and research institutions.

3 | REQUIREMENTS

3.1 | General requirements

3.1.1 | The objective of the stakeholder consultation and engagement process is:

a. to identify, engage and consult stakeholders in a meaningful manner to improve project design and its outcomes, and

b. to inform stakeholders about the projects and discuss its likely impacts (both positive and negative) during design, planning and implementation stage and relevance to stakeholders, and

c. to establish an ongoing engagement process for stakeholders to provide input, feedback and to raise concerns throughout the project life.

3.1.2 | All Gold Standard projects shall take gender issues into account in their design, planning, implementation of the project. This requires project developers to ensure that gender issues are fully factored into comprehensive social and environmental impact assessments and that equal and effective
participation of both women and men in stakeholder consultation\(^1\) is ensured. Therefore, all projects submitted for Gold Standard certification shall meet GENDER SENSITIVE requirements (Step 1-3 of \textit{Gender Equality requirements and guidelines}) AND shall adhere to the Gender Principles as established in the GOLD STANDARD \textit{GENDER POLICY}.

3.1.3 | The Stakeholder consultation shall comprise of a minimum two rounds of consultations including one mandatory physical meeting and one stakeholder feedback round lasting for at least two months. The following sections outlines the requirements applicable at different stages of the consultation procedure.

3.2 | \textbf{Timing of Stakeholder Consultation}

3.2.1 | The Stakeholder Consultation shall be conducted before the start date\(^2\) of the Project.

3.2.2 | If the Stakeholder Consultation is conducted after the start date of the project (retroactive project), the project developer shall:

a. provide justification why the stakeholder is not conducted before the project start date, and

b. conduct consultation with relevant stakeholders as early as possible, and

c. provide further explanation of how comments received during the consultation were taken into account in the design and implementation of the project.

3.2.3 | VVB shall assess if the timing of the Stakeholder Consultation is appropriate according to the cycle of the project (regular or retroactive). VVB shall also provide its opinion on whether comments raised by stakeholders have been addressed in the project design.

3.3 | \textbf{Minimum group of stakeholders to be consulted}

3.3.1 | The Project Developer shall identify and invite all relevant (local, affected and interested) stakeholders for consultations and comments, including, but not limited to, as mentioned below:

a. Local people, communities and/or representatives\(^3\) who are expected to be directly or indirectly affected (adversely affected or beneficiaries) by the project or may have an interest in the project

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\(^{1}\) To ensure equal and effective participation, the project developer can reach to wide range of community representative. These legitimate stakeholder/community representatives could be, but are not limited to: elected representatives of regional, local, traditional representatives, such as leaders (chairmen, directors) of local cooperatives, other community-based organisations, local businesses/business groups, local NGOs, and local women’s groups, politicians and local government officials, school teachers, and religious leaders

\(^{2}\) For a definition of project start date, please refer to: \textit{Principle 4: Demonstration of real outcomes: (a) PROJECT START DATE}.

\(^{3}\) Legitimate stakeholder representatives could be, but are not limited to elected representatives of regional, local, traditional representatives, such as leaders (chairmen, directors) of local cooperatives, other community-based organisations, local businesses/business groups, local NGOs, and local women’s groups, politicians and local government officials, school teachers, and religious leaders.
b. Stakeholders with land-tenure rights within or adjacent to the project and marginalized individuals and groups

c. Local policymakers and representatives of local authorities

d. National government officials or National focal bodies responsible for the project in the host country, for example, Designated National Authority (DNA) or equivalent body (<https://cdm.unfccc.int/DNA/bak/index.html>)

e. Local non-governmental organisations (NGOs), Women Groups working on topics relevant to the project or working with communities who are likely to be affected by the project

f. Gold Standard representative at <help@goldstandard.org>

g. Relevant international Gold Standard NGO Supporters with representation in the region and all Gold Standard NGO Supporters located in the host country of the project. (<https://www.goldstandard.org/about-us/ngo-supporters>)

3.3.2 | The Project Developer shall provide evidence that invitations were sent and comments were invited from the relevant stakeholders, at minimum, the stakeholders listed in paragraph 3.3.1 above. For cases where any of the stakeholders listed in paragraph 3.3.1 above, were not invited, the project developer shall provide a justification that shall be assessed by VVB.

3.3.3 | In the validation report, the VVB shall include opinion on
- appropriateness of the sent invitations and justification provided (if applicable) in the context of the project type.
- project design and its likely impact/relevance to stakeholder group(s) (if any) not invited by the project developer.

3.4 | Means of inviting stakeholders

3.4.1 | The project developer shall invite stakeholders in an open and transparent manner - that provides equal opportunity to each stakeholder to participate in stakeholder meeting and provide feedback.

3.4.2 | The project developer shall invite the stakeholders at least 30 days before the physical meeting by
a. selecting an appropriate invitation method considering the context of the project, stakeholders, local and national circumstances, and
b. using an appropriate language and measures, and adequate and effective means.

3.4.3 | The project developer shall ensure that the stakeholders are invited in a gender-sensitive manner. Efforts shall be made to solicit input from women and marginalised groups.

3.4.4 | The stakeholder consultations shall be open to anyone wishing to attend, participate and the project developer shall not deny anyone access to the consultation.

3.5 | Information to be made available to stakeholders

3.5.1 | Prior to the physical meeting, the project developer shall share information in a manner (format, medium, language(s), etc.) that allows local stakeholders to understand – how the project is likely to affect them. The information to be made available to stakeholders shall include, inter alia:
3.5.2 | The timing of when prior information should be provided varies depending on the nature of the project and the local context. At a minimum, prior information shall therefore be provided at least a week in advance before the planned physical meeting. In some situations, such as projects entailing higher risk affecting Indigenous Peoples, more time may be needed.

3.6 | Physical meeting(s) and feedback round

3.6.1 | The stakeholder consultation shall comprise of a minimum of two rounds of consultations including:

a. mandatory physical meeting with local stakeholders, and
b. stakeholder feedback round lasting for at least two months [feedback sought with regards to reducing duration of stakeholder feedback round to 30 days (or another appropriate duration)]

ea. Physical meeting

3.6.2 | The objective of the physical meeting is to inform the relevant stakeholders of the project details and ensure that stakeholders are provided with an opportunity to influence project design, implementation and operation by interacting with the project developer (and also amongst each other) and exchanging views and concern(s) in a free and transparent manner.

3.6.3 | The project developer shall cover following key points during physical meeting(s):

a. summary of project information as per para 3.5.1,
b. ensure that at a minimum, the discussion covers stakeholder’s perceptions and expectations about project benefits and potential adverse impacts; how adverse impacts may be avoided and minimized and what the appropriate mitigation mechanisms may be,
c. potential options for input & feedback and grievance mechanism (refer to Stakeholder Consultation and Engagement Guidelines for details)
d. information on next steps and contact details
3.6.4 | The project developer shall ensure that the place and timing of the physical meeting(s) is appropriate for all relevant stakeholders and does not pose a barrier to participation, e.g. for a particular gender or stakeholder group.

3.6.5 | Where necessary, other means and approaches that are appropriate for local and national circumstances (and those of the Project) can be used to conduct physical meetings. For example, if a project covers a large geographical area, instead of one physical meeting, the project developer should organise several physical meetings at different locations, to ensure that as many stakeholders as possible can participate. Other examples could be smaller workshops and seminars, focus groups, round table meetings etc.

3.6.6 | For retroactive project, the project developer shall conduct, at minimum, physical meeting before project submission for preliminary review. Special attention must be paid to the fact that the projects must take into account stakeholder feedback and shall modify project design, where reasonable.

3.6.7 | For a retroactive project, the project developer may conduct the physical meeting(s) with the stakeholder feedback round. However, project developer shall conduct combined consultation before project submission for preliminary review. In such cases, the project developer shall ensure compliance with all the requirements outlined in this document.

3.6.8 | The project developer shall encourage equal and effective participation by both men and women, marginalized individual and groups in the meetings.

b. Feedback round:

3.6.9 | The project developer shall provide feedback to the stakeholders on how comments received in physical meeting(s) have been considered and seek further comments from stakeholders.

3.6.10 | All stakeholder invited to participate in physical meeting shall be invited to provide feedback during the stakeholder feedback round.

3.6.11 | The project developer shall share the updated project documentation with stakeholders via, including but not limited to, publicly accessible website or online platform for sixty days. It shall include details on procedure & contact details for submission of further comments.

3.6.12 | At the end of the stakeholder feedback round, Project Developer shall consolidate all the comments received during the feedback round.

3.6.13 | The project developer may organise the Stakeholder Feedback Round in parallel to the validation process, however before concluding the validation opinion, the VVB shall take into account the feedback and how the comments were addressed and any potential revision in the project design and documentation.

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4 Retroactive project - the project for which stakeholder consultation is conducted after project start date.
3.7 | Consideration of comments received

3.7.1 | The project developer shall ensure that all the comments received during the consultations i.e., physical meetings and Stakeholder Feedback Round are well documented in the form they are received i.e. with minimum interpretation and without tempering with the spirit and intent of the comment.

3.7.2 | The project developer shall include details with justifications, as applicable in Stakeholder Consultation Report on how stakeholder comments have been taken into account. The Project Developer shall provide justification when any comments have not been incorporated or addressed.

3.7.3 | If the project developer receives stakeholder comments after the listing of the project at the Gold Standard Impact Registry (after preliminary review), through any channel, and before Validation, the Project Developer shall consider such comments and make suggested changes (if required) before the conclusion of validation.

3.7.4 | VVB must assess all the comments/feedback received during the physical meeting(s) and feedback round and provide its opinion on whether they are appropriately addressed in the project design.

3.8 | Continuous input and grievance mechanism

3.8.1 | All projects shall setup a formal input & feedback, and grievance mechanism with the purpose of providing stakeholders with an opportunity to submit any feedback or record concerns/grievances during the entire project lifetime.

3.8.2 | The project developer shall discuss in the physical meeting potential options for ongoing feedback & input and grievance mechanism and agree on an appropriate method.

3.8.3 | At a minimum, Continuous Input and Grievance Expression Process book shall be made available at an agreed location. Refer to detailed guidelines available in the Stakeholder Consultation and Engagement Guidelines.

3.8.4 | The continuous input and grievance mechanism agreed with stakeholder shall be described in the Stakeholder Consultation Report.

3.8.5 | The project developer shall record all comments, inputs or concerns raised by the stakeholders using agreed mode of continuous feedback or any other form. The project developer shall send a written acknowledgement to the stakeholder, except if the comment is anonymous.

3.8.6 | The project developer shall keep the stakeholder(s) informed of the measures taken in context of the comment(s) raised.

3.9 | Stakeholder consultation documentation

3.9.1 | The project developer shall use the stakeholder consultation report template to document all the steps taken to meet the requirements presented in this document and provide evidence to demonstrate compliance.

3.9.2 | The stakeholder consultation report shall be submitted to Gold Standard within three months of the first physical meeting.
3.10 | Ongoing Reporting

3.10.1 | Project developer shall provide information in the annual report and monitoring report, as applicable, on the following:
   a. Concerns that have been identified and raised by stakeholders during the stakeholder consultations and the mitigation measures put in place to address those.
   b. Any feedback given by stakeholders as part of the project’s grievance mechanism.

3.10.2 | Any stakeholder comments received after the Validation of the Project shall be addressed before the next Verification. If the project undergoes a combined Validation/Verification (Design and Performance Certification), the comments shall be considered before the following Verification.

4 | POA-SPECIFIC REQUIREMENTS

4.1 | General requirements

4.1.1 | For PoAs, the CME shall conduct the stakeholder consultation at both:
   a. PoA level i.e., PoA Design Consultation (The PoA design consultation does not necessarily require a physical meeting), and
   b. VPA level i.e., real case & corresponding VPA level consultations

   a. PoA level Consultation

4.2 | Objective of PoA design consultation

4.2.1 | The PoA Design Consultation is mandatory and is conducted to obtain feedback on design of proposed PoA from governments, relevant national authorities, NGO communities, and other relevant stakeholders.

4.3 | Timing of PoA Design Consultation

4.3.0 | The CME shall conduct the PoA design consultation before the time of first submission 5 to Gold Standard for Preliminary Review.

4.4 | Minimum group of stakeholders to be consulted

4.4.0 | The CME shall identify and invite comments from all relevant stakeholders, including, but not limited to, as mentioned below;

5 Retroactive VPAs with a project start date before or after the time of first submission of the PoA must submit the required documents for preliminary review within one year of its start date. Retroactive VPAs that are submitted at a date later than one year from the VPA start date will not be eligible for Gold Standard Certification.
a. Local policymakers and representatives of local authorities
b. National government officials or National focal bodies responsible for the project in the host country, for example, Designated National Authority (DNA) <https://cdm.unfccc.int/DNA/bak/index.html>
c. Local non-governmental organisations (NGOs), Women Groups working on topics relevant to the project or working with communities who are likely to be affected by the project
d. Gold Standard representative at <help@goldstandard.org>
e. Relevant international Gold Standard NGO Supporters with representation in the region and all Gold Standard NGO Supporters located in the host country of the project. <https://www.goldstandard.org/about-us/ngo-supporters>

4.4.1 | The CME shall provide evidence the relevant stakeholders, at minimum, the stakeholders listed in paragraph 3.3.1 above were invited to provide comments on design of proposed PoA. For cases where any of the stakeholders listed in 3.3.1 above, were not invited, the CME shall provide a justification.

4.4.2 | In the case of multi-country PoA, the CME may conduct one PoA design consultation per host country or combined design consultation for all countries.

4.5 | Means of inviting stakeholders

4.5.0 | The CME shall employ appropriate means (physical meeting(s) or remote meeting(s) or feedback via electronic means or other appropriate means) for stakeholder engagement during design consultation. The CME shall justify the appropriateness of the employed method in the context of engagement requirements mentioned in section 3.4 above.

4.5.1 | The CME shall invite comments on PoA Design by
   a. selecting the most appropriate invitation method considering the context of the PoA, stakeholders, local and national circumstances, and
   b. using an appropriate language, and adequate and effective measures and means.

4.5.2 | In case of multi-country PoA, if combined PoA design consultation is organised, the CME shall ensure that all relevant stakeholders as listed in para 4.4.1, above from each host country are invited.

4.6 | Information to be made available to stakeholders

4.6.0 | To ensure that relevant stakeholders understand the PoA objective, design and likely impacts thus enabling stakeholders to influence and improve the PoA design and implementation, the CME shall share the key PoA information with stakeholders, including but not limited to:
   a. the PoA’s objective, entities involved, geographical boundary, duration, implementation plan, details of the technology/measures to be implemented under the PoA, and
   b. interaction with other similar initiatives/programmes in overlapping geographical boundaries, and
   c. target end users (as applicable), and
d. contribution to SDGs and compliance with safeguards, and
e. other planned consultations (e.g. at VPA level)
f. any other relevant information

4.6.1 | In case of multi-country PoA, if combined PoA design consultation is organised, the CME shall ensure that key PoA information per host country is provided in clear and transparent manner.

4.6.2 | The CME shall
   a. make key PoA information available via physical (hard copies) or electronic means (emails or other publicly accessible electronic means) to stakeholders, and
   b. provide sufficient time (at minimum 30 days) to stakeholder to provide comments

4.6.3 | In case, the CME organises physical meeting(s) for PoA design consultation, the key PoA information shall be shared with stakeholder at least a week in advance before the planned physical meeting.

4.7 | Consideration of comments received

4.7.0 | The CME shall document all the comments received during the PoA design consultation(s) - with minimum interpretation and without tempering with the spirit and intent of the comment.

4.7.1 | The CME shall include details in the PoA design Consultation report on how stakeholder comments are taken into account and summaries changes, if any, following the stakeholder feedback received. The CME shall provide justification when any comments have not been incorporated or addressed.

4.8 | PoA design consultation documentation

4.8.0 | The CME shall submit the PoA design consultation report within three months of the PoA design consultation period is over.

4.8.1 | In case, a physical meeting is organised as part of the PoA design consultation, the PoA design consultation report shall be submitted within three months of physical meeting. In case of multiple physical meetings, PoA design consultation report shall be submitted within three months of the latest physical meeting.

b. VPAs level Consultation

4.9 | General requirements

4.9.0 | For VPA level consultation, the CME shall conduct two rounds of consultation viz. a physical stakeholder consultation and a stakeholder feedback round. For VPA level, the CME must follow the requirements specified for project level consultation under section 3, above.

4.9.1 | A separate stakeholder consultation shall be organised for each real case VPA proposed to be included in the PoA.

4.9.2 | A single stakeholder consultation i.e., grouped stakeholder consultation may be organised for several corresponding VPA(s). The CME may conduct a grouped stakeholder consultation as long as the proposed VPAs:
   a. correspond to the same real case VPAs, and
b. are to be implemented within same host country, and
c. are to be implemented within the geographical boundary, applicable to the
group defined for single consultation. The applicable geographical
boundary is defined at the time of first physical meeting of the specific
grouped consultation, and
d. are included in the PoA within two years of the first physical meeting
conducted for grouped consultation.

4.9.3 | When grouped stakeholder consultation is conducted, the CME shall:
a. clearly describe the geographical boundary of grouped stakeholder
consultation, and
b. invite relevant stakeholders for physical meeting(s) and stakeholder
feedback round accordingly
c. inform the stakeholders about the validity period of grouped stakeholder
consultation (i.e., two year from first physical meeting) and CME’s
implementation plan for development of VPAs.

4.9.4 | The CME shall submit the stakeholder consultation report within three months
of the physical meeting or with inclusion request for first corresponding VPA of
the group, whichever is earlier.

4.9.5 | For all corresponding VPAs that are part of grouped stakeholder consultation,
the CME should during monitoring gather feedback from local stakeholders –
primarily end users and impacted stakeholder groups on the project
implementation and its impacts, on a sample basis as part of ongoing
feedback mechanism.

4.9.6 | The Gold Standard reserves the right to enforce stakeholder consultation for
VPAs that are included via grouped stakeholder consultation, at the time of
submission of activity level stakeholder consultation report.

4.9.7 | A grievance mechanism shall be established and made available for each VPA
of a PoA.

5 | EXPERT STAKEHOLDERS ENGAGEMENT

5.1.1 | In addition to seeking the views of relevant (interested and affected)
stakeholder inputs, certain Safeguarding Principles and SDG Impacts may
require the opinion and recommendations of Expert Stakeholders. These are
stated in specific Activity Requirements or in the Safeguarding Principles &
Requirements. The Project shall demonstrate how the opinions and
recommendations of Expert Stakeholders are incorporated into the project
design. The feedback from Expert Stakeholders may be sought any time
during the project design and consultations, but it is recommended that they
are sought during the first phase of consultation.

5.1.2 | Where a given Safeguarding Requirement, SDG Impact or other topic requires
the input of independent Expert Stakeholder(s), this appointment shall be
made directly by the project developer. A signed statement from the
appointed Expert Stakeholders confirming that they have no conflict of
interest or other financial interest in the Project, project developer or
associated organisations shall be provided to Gold Standard.
5.1.3 | Expert Stakeholders are not necessarily required to attend face-to-face consultation meetings but must be provided with sufficient information to form opinions and recommendations concerning the Project. Unedited written feedback from Expert Stakeholder(s) along with evidence as to how the feedback has been addressed and incorporated into the Project design shall be provided for Validation.

6 | ASSESSMENT AND REPORTING REQUIREMENTS FOR VVB

6.1 | VVB assessment
6.1.1 | The VVB shall assess that requirements set out in this document regarding the stakeholder engagement are complied with in entirety.
6.1.2 | A sample of stakeholders shall be interviewed during every scope of assessment (Validation and Verification).
6.1.3 | The verification review shall focus on any continuous input and/or grievance received during the monitoring period and assess whether it has been sufficiently taken into account.

6.2 | Reporting requirements
6.2.0 | The VVB shall report if the project demonstrates full compliance with the requirements set out in the sections above.
6.2.1 | The VVB shall report the auditing techniques used to assess the compliance of project implementation in the context of stakeholder engagement, in the validation/verification report.
6.2.2 | The affiliation of each stakeholder interviewed shall be reported clearly in the validation and/or verification report along with the inputs received from them.
6.2.3 | VVB shall provide its opinion on whether there is any stakeholder feedback received during assessment which might require a design change.
6.2.4 | The VVBs shall provide their opinion if the handling of the comments by Project Developer was appropriate.
6.2.5 | The VVBs shall report if the stakeholder consultation were conducted in a gender-sensitive manner.
6.2.6 | The VVBs shall report if the documentation drafted for the stakeholder engagement such as non-technical summary, invitations sent to various stakeholders etc. were appropriate and served the purpose mentioned in the sections above.
6.2.7 | The VVBs shall provide their opinion on the appropriateness of the methods chosen for designing the grievance mechanism. It must be highlighted if the grievance mechanism is easy to access for every section of affected stakeholders and does not leave out anyone, especially marginalised individual and groups by the virtue of the used method.
6.2.8 | During verification, VVBs must report if the comments received through continuous input and grievance mechanism were considered by the project developer/CME and incorporated in project/PoA design (if required).
# Document History

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<td></td>
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<td>Consultation requirements for PoAs added</td>
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<td>2.0</td>
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