

# Yavoriv-1 Solar Project

## Stakeholder Engagement Plan (SEP)

Update 21 Nov 2017

### 1 Introduction

#### 1.1 Background

The project developer *Energopark Yavoriv* has approached the European Bank for Reconstruction and Development (EBRD) for financing the construction of Yavoriv-1 solar PV power plant (the Project) in Lviv Oblast of Ukraine. The project is thus subject to the EBRD's 2014 Environmental and Social Policy, and has been determined as a Category B project. EBRD's consultants have conducted an environmental and social due diligence assessment of the project and supported the development of applicable environmental and social documentation, namely, an Environmental and Social Action Plan, a Non-Technical Summary of the environmental and social considerations, and a Stakeholder Engagement Plan.

The project developer considers stakeholder engagement as an essential part of good business practices and corporate citizenship, and a way of improving the quality of projects. In particular, effective community engagement is central to the successful management of risks and impacts on communities affected by projects, as well as to achieving enhanced community benefits. To meet the EBRD requirements for stakeholder engagement, public consultation and information disclosure<sup>1</sup>, a stakeholder engagement process with development of a Stakeholder Engagement Plan (SEP) is being applied to this project. These details are laid out in this document, the SEP.

#### 1.2 The Project

The project will construct a solar PV power plant with an installed module capacity of 36 MW using TRINA Solar modules and Huawei string inverters. The proposed Yavoriv-1 solar PV power plant is the first stage of a larger project with a capacity of 72 MW. The second stage of the PV power plant shall be constructed following the commissioning of the first stage. The expected annual electricity generation of the project will be approximately 36,000 MWh, which will be sold to the grid at the "green tariff".

The area that will be occupied by the project is 115ha located in Ternovytsa village of Yavoriv district of Lviv region, Ukraine, about 30km east of the border with Poland. Ternovytsa village has 900 residents. Three other villages (Lis, Solygy and Shklo) are located at 1.5 km from the site.

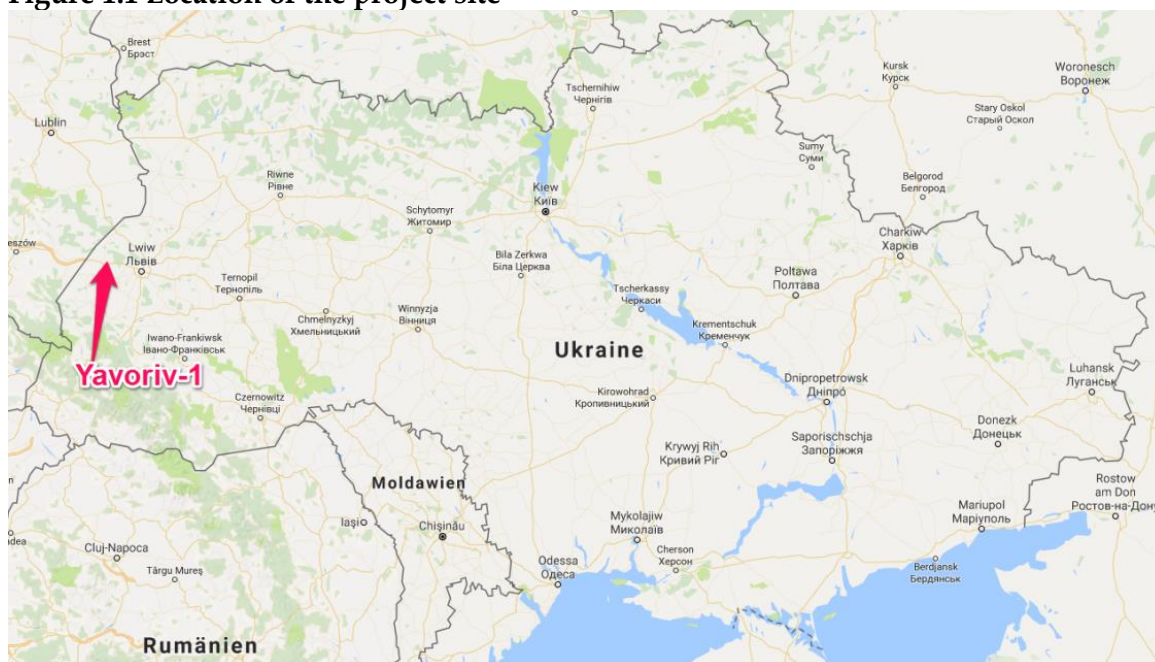
The land plot is a waste backfill from the former Yavoriv Chemical Plant. It cannot be used for agricultural or building purposes. Therefore, the erection of a solar PV power plant on this plot is considered to be one of the best ways to use this site.

The *Figure 1.1* below shows the location of the project site.

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<sup>1</sup> EBRD Performance Requirement PR10

**Figure 1.1 Location of the project site**



The plant will be connected to the distribution grid by means of a 3.1km long underground transmission cable attached to an existing 330/110/35/10 kV substation “Yavoriv” owned by Ukrenergo.

The land plot for the Project is located along the existing public road, which is connected with the road of state significance E-40. During construction, the road will be used for the access of construction and freight vehicles; after the completion of construction works - for the access of fire trucks, repair service and operational personnel vehicles. Design documentation for the construction of the Project envisaged the upgrade of the access road to make hard surface.

The project company - *Energopark Yavoriv Limited Liability Company* - is owned by Zynoviy Kozytskiy (75%), his two sons (10%) and his three long-time business partners (15%). Mr. Kozytskiy is the owner of the group of companies having main business focus in oil and gas extraction as well as renewable power plants.

### **1.3 Requirements for Stakeholder Engagement and Public Consultation**

Ukraine is a signatory of Aarhus Convention on Access to Information and Public Participation (UNECE)<sup>2</sup>. The convention is designed to improve the way ordinary people engage with government and other decision-makers on environmental matters. Consequently, people are entitled to be informed about environment related issues pertaining to the project. National legislation also provides for public involvement in decision-making process.

As per EBRD’s Environmental and Social Policy of 2014, the project funded by the Bank must meet the best international practices and requirements for stakeholder engagement and public consultations. The principles, requirements, methodological and procedural aspects of stakeholder engagement for EBRD projects are described in detail in Performance Requirement

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<sup>2</sup> UNECE Aarhus Convention on access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters

(PR) 10 “Information Disclosure and Stakeholder Engagement”<sup>3</sup>. This requirement outlines a systematic approach to stakeholder engagement that will help clients build and maintain over time a constructive relationship with their stakeholders, including the locally affected communities.

The following elements shall be implemented for the project engagement and consultation process:

- Identification of project stakeholder groups, including members of the public who could be affected by the Project construction and operation.
- Stakeholder engagement/consultation process and information disclosure. During this stage, *Energopark Yavoriv* will ensure that identified stakeholders are appropriately engaged on environmental and social issues that could potentially affect them through a process of information disclosure and meaningful consultation. The disclosed information will include the Project activities and operations. The consultation process will be undertaken in a manner that is inclusive and culturally appropriate for all stakeholders, including affected communities and vulnerable groups.
- Grievance mechanism, by which the general public and other stakeholders can raise concerns, and which will be handled in a prompt and consistent manner, is another key element of stakeholder engagement.

#### **1.4 Previous Stakeholder Engagement Carried out by the Developer**

The developer has already informed the general public about the planned project and carried out two public consultation meetings, as follows:

- Information on the beginning of the procedure of consideration of public proposals regarding draft of the Detailed Territory Plan (DTP) was published in “*Yavorivskiy Holos*” newspaper dated 24 November 2012 No.7, page 5 (copy is attached as Annex A);
- The notification on the preparation of the DTP and public consultations thereof was published in local newspaper “*Lvivska poshta*” on 27 November 2012;
- Public consultation meeting on siting of the Project was carried out in Ternovytsa village on 30 November 2012 (minutes are attached as Annex B);
- During the site visit on 05 Sep 2017, USELF environmental specialist has met with the Head of Ternovytsa to discuss the project implementation issues and any concerns thereof. The Head expressed his general support to the Project and mentioned no specific concerns. He also mentioned that he expected that the Project would financially contribute to the local community development, as per respective national regulations.

Also, *Energopark Yavoriv* has been discussing the project with local government, regulatory authorities and other stakeholders on an ongoing continuous basis.

#### **1.5 SEP Objectives**

This SEP has been developed with the aim of describing how *Energopark Yavoriv* will continue to communicate with people and institutions who may be affected by, or interested in the Project, at various stages of project preparation and implementation. The Plan also includes a grievance mechanism for stakeholders to raise any concerns related to the project for *Energopark Yavoriv*'s attention.

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<sup>3</sup> EBRD Environmental and Social Policy 2014 (<http://www.ebrd.com/what-we-do/strategies-and-policies/approval-of-new-governance-policies.html>)

## 2 Stakeholder Identification and Assessment

In order to define a communication process in line with EBRD PR10, *Energopark Yavoriv*, with assistance from a consultant, has identified key stakeholder groups that may be interested in, and/or affected by the Project. They include:

- Internal stakeholders, such as *Energopark Yavoriv's* employees and construction contractors' workers;
- Local residents and land owners/users in the project vicinity;
- Government administrations and regulatory authorities of various levels;
- Local media and internet sites with coverage of local and regional affairs;
- Non-governmental organisations (NGOs), scientific research community.

Table 2.1 below provides the details of the Project stakeholders. It will be further developed and continuously updated by EGY, as the project progresses.

**Table 2.1 Project Stakeholders**

No	Name of Stakeholder	Description	Contact Person	Contact Details
<b>Internal</b>				
1	Employees	Energopark Yavoriv employees involved in, or affected by the Project	Iryna Gadzalo, Maksym Kozytskiy, Taras Fedak	Address: 54 Lesi Ukrainki str., Ternovytsa village, 81060, Lviv region, Yavoriv district
2	Nordik LLC	General Contractor of the Project Companies and their employees involved in the construction of project facilities	Lyubomyr Bashynskiy	Phone: +38 032 2610499E-mail: info@nordik.net.ua
<b>Local residents and land owners/users</b>				
3	Residents of Ternovytsa village	Local residents that are most likely to be affected	Yuriy Melnyk , Head of village council	Address: 54 Lesi Ukrainki str., Ternovytsa village, 81060, Lviv region, Yavoriv district Phone: +03259-68368, 03259-60100 E-mail: ternavychya@meta.ua
<b>Government and regulatory authorities</b>				
4	Lviv regional state administration	Regional government	Mykhailo Melnyk, Director of the Department of Fuel and Energy Complex and Energy Saving	Address: 18 Vynnychenka str., Lviv, 79008 Phone: +0322 999 800
<b>Media and internet</b>				
5	Newspaper "Yavorivskiy Holos"	Local newspaper	editor-in-chief	Address: 25 Lvivska str., Yavoriv town, Lviv Region 81000 E-mail: yavorivgolos@ukr.net
6	Newspaper "Lvivska poshta"	Local newspaper	editor-in-chief	Address: 5 Nalyvaika str., Lviv 79007 Phone: + (032) 261 50 51

NGOs and research community				
7	NGO “Public Institute of nature protection“	Non-governmental organisation	Director	Address: 12/9 Sichovyh Strilciv , Lviv 79000 Phone: + 032-26-10-329

### 3 Disclosure of Information and Stakeholder Engagement Programme

#### 3.1 Disclosure of Information Relevant to Project

To meet the environmental and social requirements and performance standards of EBRD, the Non-Technical Summary of environmental and social considerations (NTS) and the SEP (this document) are being disclosed to the public on USELF web site [www.uself.com.ua](http://www.uself.com.ua)

Printed copies of the NTS and SEP will also be made available to the public at Ternovytsa Village Council, Yavoriv District Administration, and from *Energopark Yavoriv* offices upon request.

The local population will be receiving timely information about planned construction activities, safety measures in the vicinity of the construction site, traffic management, employment and business opportunities and other relevant information through the local media listed in the table above. Publicly shared information will also include summaries of annual project progress reports, incorporating environmental and social impacts, health and safety performance and implementation of the external grievance mechanism.

Any public comments or complaints will be reported following the grievance procedure described in *Section 4* below.

#### 3.2 Stakeholder Engagement Programme

A provisional Stakeholder Engagement Programme is provided in the *Table 3.1* below. This programme will be further discussed by the parties involved, and updated accordingly.

**Table 3.1 Provisional Stakeholder Engagement Programme**

No	Stakeholder	Activity	Means of Communication	Timeframe
<b>Project Preparation (Pre-construction) Phase</b>				
1	All stakeholders	<ul style="list-style-type: none"> <li>Publish NTS (in English and Ukrainian), and inform all stakeholders through local media;</li> </ul>	<ul style="list-style-type: none"> <li>Local media publications;</li> <li>Local radio;</li> <li>Publications on web site.</li> </ul>	2017
2	Private landowners along the transmission cable	<ul style="list-style-type: none"> <li>Consultations regarding construction of the underground transmission cable</li> </ul>	<ul style="list-style-type: none"> <li>Meetings</li> </ul>	Before the start of construction
3	Statutory stakeholders (regulatory agencies)	<ul style="list-style-type: none"> <li>Obtain all necessary permits for project construction</li> </ul>	<ul style="list-style-type: none"> <li>Official correspondence;</li> <li>Meetings.</li> </ul>	2017
4	Construction	<ul style="list-style-type: none"> <li>Agree construction related grievance</li> </ul>	<ul style="list-style-type: none"> <li>Meetings;</li> </ul>	Before the start of

	contractors, temporary workers	management procedure and code of conduct for temporary workers; <ul style="list-style-type: none"> <li>Provide training to contractors on the code of conduct.</li> </ul>	<ul style="list-style-type: none"> <li>Official correspondence;</li> <li>Trainings.</li> </ul>	construction
5	Local population	<ul style="list-style-type: none"> <li>Provide information on safety measures and traffic management procedures during construction;</li> <li>Provide information on employment opportunities and opportunities for service provision, if any;</li> <li>Provide information on construction related grievance procedure.</li> </ul>	<ul style="list-style-type: none"> <li>Big boards at the construction site;</li> <li>Safety signs posted on roads at dangerous sites;</li> <li>Newspaper announcements;</li> <li>Web site announcements.</li> </ul>	Before the start of, and during construction
<b>Construction Phase</b>				
6	All stakeholders	<ul style="list-style-type: none"> <li>Provide information on implementation of the ESAP, SEP, revision of documents, and new impacts (if any);</li> <li>Provide information on processing and responding to grievances.</li> </ul>	<ul style="list-style-type: none"> <li>Newspaper publications;</li> <li>Web site announcements.</li> </ul>	Continuously during construction phase
7	Construction contractors, temporary workers	<ul style="list-style-type: none"> <li>Monitor the performance of contractors and their implementation of the agreed plans and procedures;</li> <li>Provide additional training as required.</li> </ul>	<ul style="list-style-type: none"> <li>Meetings;</li> <li>Official correspondence;</li> <li>Trainings.</li> </ul>	Continuously during construction phase
8	Local population	<ul style="list-style-type: none"> <li>Collect and address any grievances.</li> </ul>	<ul style="list-style-type: none"> <li>Official correspondence;</li> <li>Meetings.</li> </ul>	Continuously during construction phase
<b>Operation Phase</b>				
9	All stakeholders	<ul style="list-style-type: none"> <li>Ongoing interaction and cooperation with stakeholders;</li> <li>Continue to provide information on the implementation of the ESAP;</li> <li>Collect and address any grievances.</li> </ul>	<ul style="list-style-type: none"> <li>Media publications;</li> <li>Meetings;</li> <li>Correspondence.</li> </ul>	Throughout the lifetime of the project.

### 3.3 Roles and Responsibilities

*Energopark Yavoriv* will appoint a suitably qualified person who will have the overall responsibility for handling the consultation and information disclosure, including organisation of consultation process, communication with identified stakeholder groups, collecting and processing comments/complaints, and responding to any such comments and complaints. Depending on the nature of a comment/complaint, some of them may be forwarded to the appropriate person within the company for a response.

Name of the person and title	Affiliation and contact information
<i>Maksym Kozytskyy, Director</i>	Company: <i>Energopark Yavoriv LLC</i> Postal Address: 54 Lesi Ukrainki str., Ternovytsa village, Yavoriv district, 81060, Lviv region

## 4 Public Grievance Procedure

The objective of a grievance procedure is to ensure that all comments and complaints from any project stakeholder, including residents of nearby residential areas, *Energopark Yavoriv* employees, contractors' staff, local/regional authorities and other interested parties, are considered and addressed in an appropriate, consistent and timely manner. All grievances will be acknowledged and responded to within a reasonable timeframe.

*Energopark Yavoriv* will accept all comments and complaints associated with the project. A proposed template of a Comments and Complaints Form is shown in *Annex C*. The comments and complaints will be summarised and listed in a Complaints and Comments Log Book, containing the name/group of commenter/complainant, date the comment was received, brief description of issues, information on proposed corrective actions to be implemented (if appropriate), and the date of response sent to the commenter/complainant. Any person or organisation may send comments and/or complaints in person or by post, email, or facsimile using the contact information specified in the Form.

All comments and complaints will be responded to either verbally or in writing, in accordance with preferred method of communication specified by the complainant in the Comments and Complaints Form. Comments will be reviewed and taken into account in the project preparation and implementation, however, they may not receive an individual response unless requested.

Individuals who submit their comments or grievances have the right to request that their name be kept confidential.

All grievances will be registered and acknowledged within 5 days and responded to within 20 working days. *Energopark Yavoriv* will keep a grievance log and report on grievance management, as part of annual project progress reports.

During construction, grievances in relation to construction activities will be managed by *Energopark Yavoriv* and their construction contractor. People may also submit their complaints via the local government representation in Yavoriv Town and Village Council in Ternovytsa.

**Annexes**

Annex A Copies of Project Publications in Local Media

Annex B Public Consultation Minutes

Annex C Public Grievance Form



**Annex C Public Grievance Form (Form for public comments, complaints and reports)**

Reference No:	
Full Name:	
Contact Information and Preferred method of communication	By Post: Please provide mailing address: _____ _____ _____
Please mark how you wish to be contacted (mail, telephone, e-mail).	By Telephone: _____ By E-mail _____
Description of Incident or Grievance:	What happened? Where did it happen? Who did it happen to? What is the result of the problem? Source and duration of the problem? Etc.
Date of Incident/Grievance	
	One time incident/grievance (date _____) Happened more than once (how many times? _____) On-going (currently experiencing problem)
What would you like to see happen to resolve the problem?	
Signature: _____	
Date: _____	
Please return this form to:	
<u>Maksym Kozytskyy, Director</u>	
Company: Energopark Yavoriv LLC	
Postal Address: 54 Lesi Ukrainki str., Ternovytsa village, Yavoriv district, 81060, Lviv region	