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# Stakeholder Engagement Plan for the Kovačica Wind Park Project

Electrawinds D-Wind D.O.O

01/12/2013

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Electrawinds D-Wind D.O.O

01/12/2013

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# 1 The Kovačica Wind Park Project

## 1.1 Introduction

- 1.1.1 Electrawinds D-Wind D.O.O. ('Electrawinds' or 'the Company') is planning to construct and operate a Wind Park and associated infrastructure ('the Project'), near the municipality of Kovačica, in Vojvodina Province, in the northern part of Serbia (Figure 1). Electrawinds is planning to approach a number of international financial institutions including the European Bank of Reconstruction and Development (EBRD) and the International Finance Corporation (IFC) to co-finance the project.
- 1.1.2 This document is the Stakeholder Engagement Plan (SEP) describing the information disclosure and planned stakeholder engagement process for the Project. It outlines a systematic approach to stakeholder engagement that will allow Electrawinds to establish and maintain a constructive relationship with its stakeholders. The document also describes the Company's grievance mechanism for stakeholders to raise their concerns and submit suggestions regarding the Project.
- 1.1.3 The SEP has been developed based on international best practice and in accordance with Performance Requirement 10 (PR 10) of EBRD's Environmental and Social Policy (2008), Performance Standard 1 (PS 1) of IFCs Environmental and Social Sustainability Policy (2012), as well as Serbian legislation. It is a living document and it will be periodically updated by Electrawinds to reflect changes in the development and implementation of the Project.

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## 2 Project Description Summary

- 2.1.1 The Project covers an area of approximately 3,711 ha in the Kovačica municipality and consists of 38 wind turbines up to 2.5 MW and a potential total capacity of 95 MW. Local communities that surround the site are Debeljača, Kovačica, Padina and the nearby Crepaja. State road Category II 111 Ečka - Kovačica – Pančevo runs parallel with the western boundary of the site and the Jedinstvo sugar plant is located to the west of the road. There is one structure within the site boundary, which is a small vineyard located in the east-central part of the site. A disused and dilapidated two-storey house and associated outbuildings, with a small area of planted trees and vineyard, is also located in close proximity to the western site boundary, along state road Category II-111.
- 2.1.2 The Proposed Development will comprise the following infrastructure during construction and operation: wind turbines and associated infrastructure (Figure 2), crane hardstandings, site entrance and access tracks, on-site access tracks between turbines including passing bays and corners, underground cabling, both electrical and fibre optic, between the turbines, an on-site substation and maintenance building with welfare facility (approximately 4 ha), overhead power lines from the on-site substation to the existing 220kV overhead power lines, temporary construction compound, potential excavations/borrow workings, to provide materials for access roads and turbine foundations and permanent meteorological mast(s). The Company has acquired land needed for the Project through easement contracts with landowners, with the exception of the land needed for the construction of the substation, which has been bought.
- 2.1.3 Construction is expected to begin in Q3 of 2015 and last for a period of up to 2 years. The expected operational life of the turbines is 25 years from the date of commissioning. Before the end of this period, a decision would be made as to whether the wind farm should be decommissioned and removed, refurbished or replaced.

Figure 1 - Project location

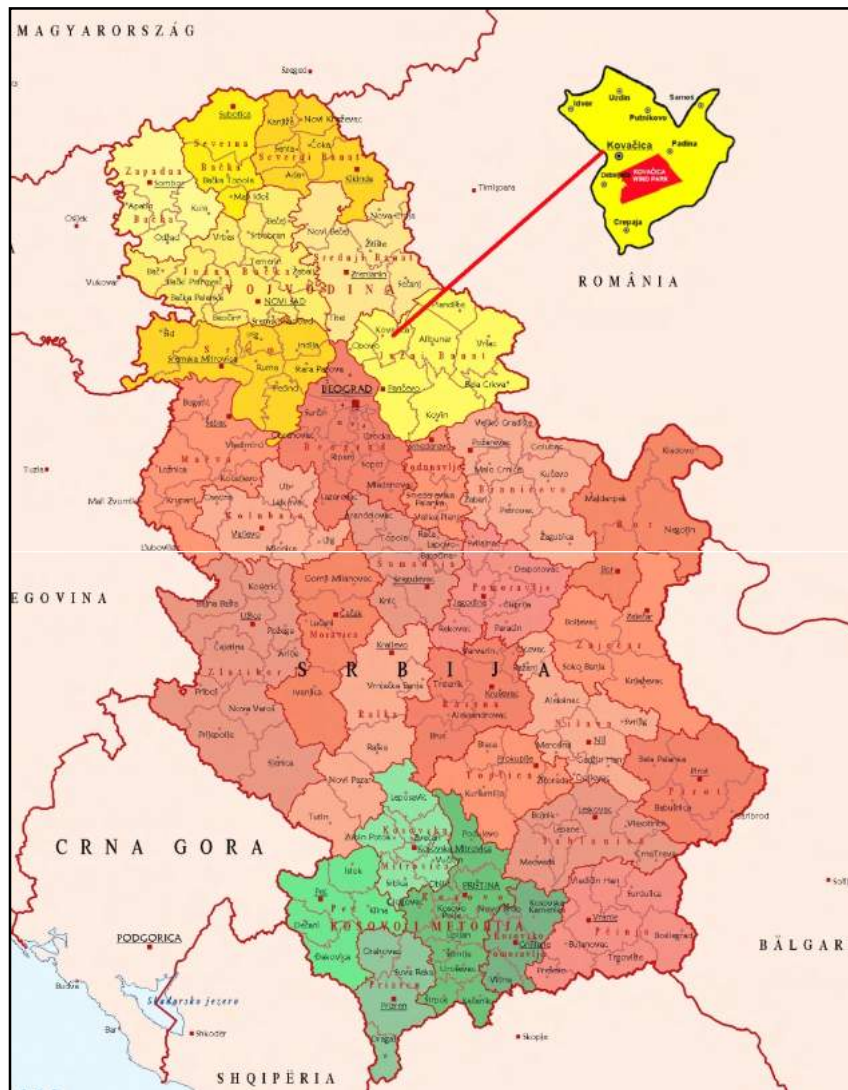
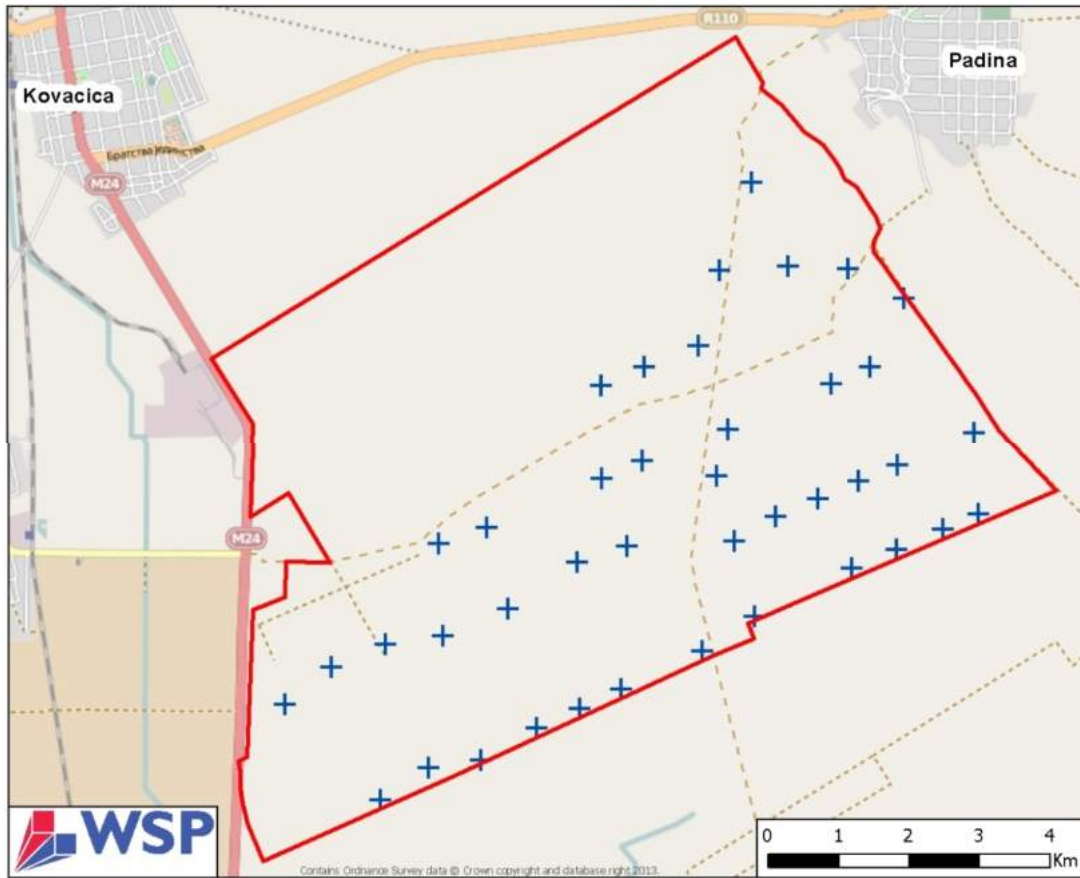


Figure 2 – Layout of wind turbines within the Project footprint





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## 3 Regulatory Requirements

### 3.1 National Requirements

- 3.1.1 Serbian legislation guarantees that everyone shall have the right to be informed accurately, fully and timely about issues of public importance. These provisions are included in the Constitution of the Republic of Serbia: (Official Gazette of the RS, No. 98/2006), as well as in the Law on Free Access to Information of Public Importance (Official Gazette of the RS, No. 120/04, 54/07, 104/09, 36/2010).
- 3.1.2 The Law on Planning and Construction of the Republic of Serbia regulates the development and adoption of spatial and urban plans in Serbia, which are all subject to a public disclosure and consultation process.
- 3.1.3 Serbia ratified the Aarhus Convention and its provisions were incorporated into the main environmental protection laws:
- The Law on Environment (Official Gazette of the GoM 48/08)
  - The Law on Environmental Impact Assessment (Official Gazette of the GoM 80/05, 40/10)
- 3.1.4 These laws are fully aligned with the requirements of EU Directive 2003/4/EC and Directive 2003/35/EC on public access to environmental information, public participation in decision-making and access to justice. Public disclosure of information on the EIA procedure is required in all three stages –screening stage (decision on the need for an EIA), scoping (decision on the scope and content of the EIA) and decision making stage (approval or rejection of a Project). The EIA study has to be publically disclosed and is subject to a mandatory public hearing, organized by the competent authority (the Environmental Protection Agency).

### 3.2 EBRD / IFC Requirements

- 3.2.1 The Project is required to meet best international practice and specifically the requirements for stakeholder engagement and public consultations, as specified in the EBRD Environmental and Social Policy of 2008 and IFC Environmental and Social Sustainability Policy (2012).
- 3.2.2 The EBRD requirements are described in detail in PR 10 of the Policy “Information Disclosure and Stakeholder Engagement”. The EBRD policy considers stakeholder engagement an ongoing process which involves:
- The client’s public disclosure of appropriate information so as to enable meaningful consultation with stakeholders;
  - Meaningful consultation with potentially affected parties; and
  - A procedure or policy by which people can make comments or complaints.

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3.2.3 The IFC requirements are described in the section on stakeholder engagement within PS 1 of the Policy “Assessment and Management of Environmental and Social Risks and Impacts”. The IFC policy identifies that stakeholder engagement is the basis for building strong, constructive, and responsive relationships and also considers stakeholder engagement as an ongoing process which may involve the following:

- Stakeholder analysis and planning;
- Disclosure and dissemination of information;
- Consultation and participation;
- Grievance mechanism; and
- Ongoing reporting to Affected Communities.

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## 4 Summary of Any Previous Stakeholder Engagement Activities

- 4.1.1 Electrawinds has been present in the project area, communicating with local authorities and residents of directly affected communities since 2012. The company has been meeting with various stakeholders, participating in or sponsoring community events and meeting with directly affected landowners in connection to land acquisition for the project. Consultations in developing relevant project plans and the ESIA scoping report were undertaken with various stakeholders. These included authorities at national, provincial and municipal level with their various departments and public enterprises, utility owners and operators, departments for nature conservations and protection of cultural heritage, Roads of Serbia, the Air Traffic Control Agency, etc.
- 4.1.2 The draft Regulation Plan and Strategic Environmental Impact Assessment were publically disclosed from 20.10.2012 to 19.11.2012 as announced in the daily newspaper Politika on 19.10.2012 and available for review in the Kovačica municipal building and on the Kovačica municipality official website. Public consultations were held on 26.10.2012 at noon also in the Kovačica municipal building. Comments and suggestions could have been submitted in writing, at the premises of the municipality, after which on the 28.11.2012 the Committee in charge of developing the documents held a public meeting to discuss and decide on received comments and suggestions. Further information could also be received by phone. The Urban Project for the on-site substation and maintenance building with welfare facility was publically disclosed from 18.04.2013 to 24.04.2013 in the Kovačica municipal building.
- 4.1.3 During the development of the ESIA chapter on socio economic issues, meetings were organised by Electrawinds with directly affected landowners and owners of surrounding land plots in four communities: Kovačica, Padina, Debeljača and Crepaja . In Padina, the team also met with members of the local community Padina and a representative of the Kovačica municipality. The purpose of these meetings was to inform members of the affected local communities on the project and its current development and permitting status, to describe what the construction process will look like and the possible consequences in relation to damage of crops, to discuss traffic related impacts and the reconstruction of roads, as well as to show photomontages of what the wind farm will look like once construction is completed. Project information leaflets were also distributed to participants.

## 5 Stakeholders Identification and Analysis

5.1.1 Stakeholder groups that may be affected by and/or interested in the Project, as well as proposed communication methods and media for each group, have been identified by Electrawinds and are presented in Table 1 below.

**Table 1 Project stakeholders**

Stakeholder/s	Type of Communication and Proposed Method	Responsibility	Timing
<b>External stakeholders</b>			
Residents of Kovačica, Padina, Debeljača, Crepaja and the general public, including interested NGOs or other organisations <sup>1</sup>	Information delivered, through community meetings, as well as community notice boards (in municipality Kovačica and in local communities – Padina, Debeljača, Crepaja), the Kovačica municipal website ( <a href="http://www.kovacica.org">http://www.kovacica.org</a> ) and safety signs.  Regional newspaper Politika and local media, including TV/radio Kovačica  ESIA, ESAP and SEP published on the Elekrawinds website ( <a href="http://www.electrawinds.be">http://www.electrawinds.be</a> ) and hard copies available in local community offices.	Electrawinds	During project design, construction and operation.  EIA public meetings are planned for 2015. Details will be announced to the public through media and community notice boards
Users of land affected by the project during construction, by transport or in any other way (i.e. Crop damages and losses)	Announcements on community notice boards (Kovačica, Debljača, Padina and Crepaja) and through local media where necessary (TV/radio Kovačica, municipality website: <a href="http://www.kovacica.org">http://www.kovacica.org</a> ).  Meetings with land users. Safety signs.	Electrawinds	Prior to construction and throughout operation.  EIA public meetings  Details will be announced to the public through media and community notice boards
Municipality Kovačica and local community representatives – Debeljača, Padina and Crepaja	Regular communication by phone or through meetings, project progress updates and reports.  Official correspondence.	Electrawinds	During project design, construction and operation.  EIA public meetings.  Details will be announced to the public through media and community notice boards.

Stakeholder/s	Type of Communication and Proposed Method	Responsibility	Timing
Relevant national and provincial level authorities, for example: <ul style="list-style-type: none"> <li>■ Ministry of Energy, Development and Environmental Protection</li> <li>■ Ministry of Construction and Urban Planning</li> <li>■ Ministry of Interior</li> <li>■ Institute for the Protection of Cultural Monuments in Pančevo</li> <li>■ Roads of Serbia, etc.</li> </ul>	Official correspondence and meetings, progress reports.  Permitting procedures.	Electrawinds	During project design, construction and operation.
<b>Internal stakeholders</b>			
Electrawinds employees	Bulletin board, direct notifications.  Grievance procedure.	Electrawinds management	Throughout the implementation of the Project.
Contractors and subcontractors (workers)	Information in contract, bulletin board, training.  Grievance procedure.  Code of conduct.	Electrawinds management	Throughout the implementation of the Project.

<sup>1</sup> A full list of stakeholders is available in the Project ESIA, section 3.2 Scoping and Consultation.

<sup>2</sup> Electrawinds invited participants by post and through posters placed in key community information boards, however the turnout was very low, particularly in Kovačica where no one came. In total, 18 people participated in the consultation meetings.

<sup>3</sup> NGOs interested in the Project were not encountered during the ESIA development process, however if they are identified at a later stage they will be added by name (and contact details) to this list of stakeholders.

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## 6 Planned Disclosure of Information and Consultations

- 6.1.1 The ESIA (including a non-technical summary), ESAP and SEP will be published on the website of Electrawinds (<http://www.electrawinds.be>), in Serbian and English. The ESIA non technical summary will also be available in Slovakian and Hungarian. Electrawinds is also willing to provide translations of the ESAP and SEP or sections of these documents into minority languages, if such requests are received.
- 6.1.2 An EIA for the Project has been developed in line with Serbian legislation and a public consultation process was held, as defined by the law and has been approved by the Serbian authorities.
- 6.1.3 The general public had the opportunity to attend the public hearing session at the Government of the Autonomous Province of Vojvodina which were published in all 4 spoken languages by newspaper agency determined for specific minority group (Magyar SZo-Hungarian, Libertatea-Rumenian, Hlas Ludu-Slovakian and Dnevnik-Serbia).
- 6.1.4 Public consultation meetings are planned to be held in 2015 by Electrawinds to provide a presentation of the international Project ESIA and the Project ESAP.
- 6.1.5 The general public will be informed about the meeting at least three weeks in advance, through the media and websites specified in Table 1 of this SEP. Direct invitations will also be sent to local and government authorities. These meeting will serve as an opportunity to present the Project, its environmental and social impacts, measures to mitigate negative impacts or enhance positive ones and inform stakeholders about the Grievance Mechanism. Possible topics include but are not limited to:
- Project description, including transport routes and key timelines;
  - Expected construction / operation related impacts described in the ESIA and mitigation measures contained in the ESAP;
  - Employment opportunities and opportunities for contractors and suppliers, as well as how recruitment and contractor/supply needs will be published;
  - Availability of Project documents and reports (ESIA, ESAP and SEP); and
  - Project Grievance mechanism and contact details for Electrawinds
- 6.1.6 The Company will continue to provide information to stakeholders through its website and hard copies of documents will be available at the Company premises and in local community offices. These include the ESIA (and non-technical summary), ESAP and SEP (including a sample Grievance Form provided in appendix A), as well as summaries of annual environment, health and safety and social activities of Electrawinds.
- 6.1.7 Methods that will be used to communicate information to various stakeholder groups are provided above, in Table 1 above.

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## 7 Grievance Mechanism

- 7.1.1 Electrawinds and the Project Contractor(s) will accept all comments and complaints associated with the Project and its operations. A sample of the Grievance Form is provided at the end of this document (Appendix A). Any person or organisation may send comments and/or complaints by phone or via post or email using the contact information provided at the end of the document. All grievances will be responded to either verbally or in writing, if contact details of the complainant are provided.
- 7.1.2 All grievances will be registered and acknowledged within 5 working days and responded to within 20 working days. Individuals who submit their comments or grievances have the right to request that their name be kept confidential. At all times, complainants are able to seek legal remedies in accordance with the laws and regulations of Serbia.
- 7.1.3 Electrawinds will monitor how the Contractor(s) address grievances. Electrawinds will also keep a grievance log of all grievances, based on which grievance management reports will be produced and included in the annual environment, health and safety and social reports submitted to the EBRD / IFC.
- 7.1.4 Worker/employee grievances will be addressed through a separate, internal grievance mechanism.

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## 8 Responsibilities, Monitoring and Reporting

- 8.1.1 The implementation of the SEP will be the responsibility of the Electrawinds Environmental Specialist and will be monitored by the Electrawinds management. Electrawinds will report on the status of SEP implementation including grievance management, as a section in an annual report on environment, safety, and other topics, submitted to the EBRD / IFC. Summary reports will be disclosed on the Electrawinds website.



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## 9 Contact Details for Provision of Information to the Public

9.1.1 Grievances can be submitted to Electrawinds D-Wind d.o.o. by post, email, fax or by telephone through the following contact details:

**Contact person:** Aleksandar Vulović

**Company:** Electrawinds D-Wind D.O.O.

**Address:** Djordja Stanojevic 14 11070 Belgrade, Serbia

**Phone:** +381 62 471 064

**Fax:** +381 11 71 222 57

**E-mail:** [a.vulovic@newenergy.rs](mailto:a.vulovic@newenergy.rs)

**Web address:** <http://www.vpkovacica.rs/>

9.1.2 Contact details of the Contractor(s) will be added to the SEP subsequently, when the Contractor(s) have been identified.

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## Appendices

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## Appendix A

### Grievance Sample Form

<b>Reference No</b> (to be filled in by responsible person in Electrawinds):	
<b>Full Name</b>	
<b>Contact Information and Preferred method of communication</b>  Please mark how you wish to be contacted (mail, telephone, e-mail).	<input type="checkbox"/> By Post: Please provide postal address:  <input type="checkbox"/> By Telephone: Please provide telephone number:  <input type="checkbox"/> By E-mail: Please provide E-mail address:
<b>Preferred language (please tick)</b>	Serbian <input type="checkbox"/> Romanian <input type="checkbox"/> Slovak <input type="checkbox"/> English <input type="checkbox"/> Hungarian <input type="checkbox"/>
<b>Description of Incident or Grievance:</b> What happened?    Where did it happen?    Who did it happen to?    What is the result of the problem?    Source and duration of the problem?	
<b>Date of Incident/Grievance</b>	
	<input type="checkbox"/> One time incident/grievance (date _____) <input type="checkbox"/> Happened more than once (how many times? _____) <input type="checkbox"/> On-going (currently experiencing problem)
<b>What would you like to see happen to resolve the problem?</b>	

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Please return this form to:

**Contact person:** Aleksandar Vulović

**Company:** Electrawinds D-Wind D.O.O.

**Address:** Djordja Stanojevic 14, 11070 Belgrade, Serbia

**Phone:** +381 62 471 064

**Fax:** +381 11 71 222 57

**E-mail:** [a.vulovic@newenergy.rs](mailto:a.vulovic@newenergy.rs)

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