



# **STAKEHOLDER ENGAGEMENT PLAN**

**Ministry of Tourism Industry and Commerce**  
**National Quality Infrastructure Project**

*2022*



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## Acronyms and Abbreviations

<b>ADI</b>	Area of Direct Influence
<b>CCAC</b>	Guyana Competition and Consumers Affairs Commission
<b>CPF of GMC</b>	Packaging Facility of the Guyana Marketing Cooperation
<b>EDWC</b>	East Demerara Water Conservancy
<b>EPA</b>	Environmental Protection Agency
<b>E&amp;S</b>	Environmental and Social
<b>FG</b>	Focus Group
<b>GA-FDD</b>	Guyana Analyst Food and Drugs Department
<b>GCCI</b>	Georgetown Chamber of Commerce and Industry
<b>GFS</b>	Guyana Fire Service
<b>GLDA</b>	Guyana Livestock Development Authority
<b>GNBS</b>	Guyana National Bearer of Standard
<b>GoG</b>	Government of Guyana
<b>GLDA</b>	Guyana Livestock Development Authority (GLDA)
<b>GPF</b>	Guyana Police Force
<b>GPL</b>	Guyana Power and Light
<b>GTT</b>	Guyana Telephone and Telegraph
<b>GW</b>	Guyana Water Incorporated
<b>IDB</b>	Inter-American Development Bank
<b>KII</b>	Key Informant Interview
<b>M&amp;CC</b>	Mayor and City Council
<b>MOA</b>	Ministry of Agriculture
<b>MOTIC</b>	Ministry of Tourism Industry and Commerce
<b>NDC</b>	Neighborhood Democratic Council
<b>NDIA</b>	National Drainage and Irrigation Authority
<b>NGO</b>	Non-Governmental Organization



<b>PSC</b>	Private Sector Commission
<b>PTCCB</b>	Pesticide and Toxic Chemicals Control Board
<b>SCC</b>	Sophia Care Centre
<b>SEC</b>	Sophia Exhibition Center
<b>SEP</b>	Stakeholder Engagement Plan
<b>SJHC</b>	Sophia Juvenile Holding Centre
<b>SSS</b>	Sophia Special School
<b>STC</b>	Sophia Training Centre

# 1 PROJECT DESCRIPTION

The Ministry of Tourism, Industry and Commerce is working to construct a new laboratory facility for the Guyana National Bureau of Standards. This facility will be situated in **Sophia Exhibition Complex (SEC), Greater Georgetown** in Administrative Region Four, i.e., Demerara-Mahaica. The new building is expected to be situated on a 2.156 acres plot of vacant state-owned land in a commercial zone that has mainly office buildings or land earmarked for commercial development. The new facility is expected to have three (3) flat structures and one two-flat structure to house the Administration Block. Additionally, chemicals (such as sulphuric, nitric and hydrochloric acids) will be stored in the Industrial Metrology Building and various fuels (such as diesel and gasoline) will be stored for short durations in a section to be designated in the Legal Metrology Building.

## 1.1 Environmental and Social Risks (E&S)

The overall environmental and social risk associated with the proposed project is considered under the IDB Environmental and Social Policy Framework based on the location, type of activities, sensitivity and scale of project intervention, nature and magnitude of potential E&S risks and impacts. The Project will build on lessons learned from implementing similar projects in Guyana in mainstreaming E&S in project activities.

The key environmental risks associated with the proposed activities are related to waste management; air and noise pollution; community health and safety; occupational health and safety; and the civil works can lead to water pollution, erosion and sedimentation affecting the aquatic ecosystems. The social risks mainly include traffic congestion and a reduction in access to the users of the facility. The main impacts are presented in bulleted points below;

### Negative Impacts

#### 1. Atmospheric Impact

- Increase air pollution (dust and toxic fumes)
- Noise pollution along project route
- Increase congestion along Lamaha Street

#### 2. Geology, Soils and Topography

- Indiscriminate disposal of waste
- Contamination of soil profile from toxic waste from construction material/ lubricants/ detergents, etc.
- Soil erosion
- Decreased soil productivity
- Increase in flooding due to increase run-off and water diversion

#### 3. Water Resources

- Increase flooding due to intense rainfall and/or overtopping at EDWC
- Water pollution
- Reduction in aquifer recharge rates

- Increase drought
- Groundwater pollution

#### **4. Biodiversity**

- Damage to ecology
- Effect on aquatic life

#### **5. Socio-Economic**

- Traffic congestion at peak hours
- Road safety concerns
- Deterioration of side streets
- Security concerns

### **1.2 Proposed Strategy for Information Disclosure**

A variety of methods will be utilized to disclose information to project stakeholders. These will include both traditional methods of communication such as newspapers, radio, posters, brochures and leaflets, project briefs, and community meetings and non-traditional methods such as social media and SMS.

### **1.3 Consultations During Project Preparation**

To involve stakeholders in the design of the project, consultations were conducted during the project preparations stage. Consultations in the form of focus groups meeting were held in 2018 in the development of the ESA. The objectives of the stakeholders' consultations during project preparations are as follows:

- To inform stakeholders of the proposed project
- To garner stakeholders' input on the project design and activities
- To identify or clarify project affected persons
- To foster broad-based ownership of the project and its outcomes

Target groups for consultations during project preparations included governmental stakeholders and civil society organisations, and project-affected persons. Due to the present restrictions on gathering in groups associated with the Covid-19 pandemic, all consultations will be a hybrid of virtual and in-person.

## 1.4 Summary of Previous Stakeholder Engagements

Table 1: Previously contacted stakeholders and issues raised

Date	Topics Discussed	Agency	Representative
May 21, 25 and July 10, 2018	<ul style="list-style-type: none"> <li>• Updates to the design and layout of the new facility.</li> <li>• Potential concerns about the project.</li> <li>• Benefits the projects are likely to bring to the standards infrastructure.</li> <li>• The potential use of chemicals and hazardous materials.</li> <li>• Safety/mitigation measures which will be featured in the design of the new facility.</li> <li>• Any other issues</li> </ul>	Guyana National Bureau of Standards (GNBS) Located within the “Zone of Direct Influence”/Institutional Stakeholder	Candelle Walcott-Bostwick, <i>Executive Director</i>  Mr. Shailendra Rai, <i>Head, Legal Metrology &amp; Standards Compliance Department</i>  Edward Melville, <i>Laboratory Technician III</i>  Donna Canterbury, <i>Head, Laboratory Services</i>
June 26, 2018	<ul style="list-style-type: none"> <li>• Is fire a main hazard at the project site?</li> <li>• How to mitigate fire risks both at the complex and around the project site?</li> <li>• Response capabilities in the event of a fire.</li> </ul>	Guyana Fire Service (GFS) Institutional Stakeholder	Mr. Gregory Wickham, <i>Divisional Officer Operations</i>
June 26, 2018	<ul style="list-style-type: none"> <li>• The permitting process for new applicants seeking to construct buildings</li> <li>• Drainage network that supports the complex and its immediate environs</li> </ul>	Georgetown Mayor and City Council (M&CC) Institutional Stakeholder	Mr. Kenson Boston, <i>Deputy City Engineer</i>
June 29, 2018	<ul style="list-style-type: none"> <li>• What is the permitting process for a new applicant?</li> <li>• How does one go about applying for a permit from the CH&amp;PA?</li> </ul>	Central Housing and Planning Authority (CH&PA) Institutional Stakeholder	Mr. Orsen Simon, <i>Development Facilitation Officer 3</i>
July 9, 2018	<ul style="list-style-type: none"> <li>• Awareness about the proposed project</li> <li>• Potential risks or concerns associated with the project</li> </ul>	Sophia Juvenile Holding Centre, Ministry of Public Security Located within the “Zone of Direct Influence”	Ms. Yvette Sancho, <i>Administrator</i>



Date	Topics Discussed	Agency	Representative
July 9, 2018	<ul style="list-style-type: none"> <li>Recommendations/mitigation measures that can be implemented to reduce risk</li> <li>Demographic profile of detainees/students and staff.</li> </ul>	Sophia Training Centre, Department of Social Cohesion, Ministry of the Presidency Located within the “Zone of Direct Influence”	Mr. Brian King, <i>Senior Training Officer</i> (Administrator Ag.)
July 9, 2018	<ul style="list-style-type: none"> <li>Awareness about the proposed project</li> <li>Potential risks or concerns associated with the project</li> <li>Recommendations/mitigation measures that can be implemented to reduce risk</li> <li>Demographic profile of staff</li> </ul>	Exhibition Complex Secretariat Located within the “Zone of Direct Influence”/Institutional Stakeholder	Ms. Tameca Sukhdeo-Singh, <i>Administrator</i>
July 11, 2018	<ul style="list-style-type: none"> <li>Awareness about the proposed project</li> <li>Potential risks or concerns associated with the project</li> <li>Recommendations/mitigation measures that can be implemented to reduce risk</li> <li>Demographic profile of residents/students and staff</li> </ul>	Sophia Care Centre, Ministry of Social Protection Located within the “Zone of Direct Influence”	Ms. Claire Victorino, <i>Assistant House Supervisor</i>  Mr. Eusi Harlequin, <i>Senior Master</i>
July 11, 2018		Sophia Special School, Ministry of Education Located within the “Zone of Direct Influence”	Mr. Eusi Harlequin, <i>Senior Master</i>
July 12, 2018	<ul style="list-style-type: none"> <li>Awareness about the proposed project</li> <li>Potential risks or concerns associated with the project</li> <li>Recommendations/mitigation measures that can be implemented to reduce risk</li> <li>Demographic profile of residents/students and staff</li> </ul>	Guyana Competition and Consumer Affairs Commission (CCAC) Located within the “Zone of Direct Influence”	Mrs. Dawn Holder-Cush, <i>Director</i>  Ms. Allison Parker, <i>Communication Officer</i>  Registrar, <i>Secretary to the Board</i>  Mr. Anil Sukhdeo, <i>Economist</i>
July 12, 2018		Guyana Tourism Authority Located within the “Zone of Direct Influence”	Mr. Kamrul Baksh, <i>Senior Product Development Officer</i>

Date	Topics Discussed	Agency	Representative
July 12, 2018		Central Packaging Facility, Guyana Marketing Cooperation (GMC) Located within the “Zone of Direct Influence”	Ms. Celestine Butters, <i>Manager</i>
July 26, 2018	<ul style="list-style-type: none"> <li>• Functions and operations of the GA-FDD</li> <li>• Potential concerns about the project</li> <li>• Benefits the projects are likely to bring to the standard infrastructure</li> <li>• Any other issues</li> </ul>	Government Analyst Food and Drugs Department (GA-FDDA, Ministry of Public Health) - Institutional Stakeholder	Mr. Marlon Cole, <i>Director</i>
July 26, 2018	<ul style="list-style-type: none"> <li>• Functions and operations of the PTCCB</li> <li>• Potential concerns about the project</li> <li>• Benefits the projects are likely to bring to the standard infrastructure</li> <li>• Any other issues</li> </ul>	Pesticides and Toxic Chemicals Control Board (PTCCB) - Institutional Stakeholder	Mr. Suresh Amichand, <i>Deputy Registrar</i>
July 26, 2018	<ul style="list-style-type: none"> <li>• Functions and operations of the GLDA</li> <li>• Potential concerns about the project</li> <li>• Benefits the projects are likely to bring to the standard infrastructure</li> <li>• Any other issues</li> </ul>	Guyana Livestock Development Authority (GLDA) - Institutional Stakeholder	Mr. Richard Cumberbatch, <i>Chief Executive Officer</i>
Taken from the 2016 Report	<ul style="list-style-type: none"> <li>• EPA’s permitting and authorization process</li> <li>• EPA’s current regulatory framework</li> <li>• What standards are in place to govern the type of operation under this project</li> </ul>	Environmental Protection Agency (EPA) - Institutional Stakeholder	Dr. Indarjit Ramdass, <i>Executive Director</i>  Mr. Kemraj Parsram,

Date	Topics Discussed	Agency	Representative
	<ul style="list-style-type: none"> <li>Who should submit an application, documents accompanying such application and the time it takes to provide an Environmental Authorization</li> </ul>		<i>Head, Environmental Management Division</i>  Mr. Collis Primo, <i>Senior Environmental Officer</i> Ms. Teshanna Redmond, <i>Senior Research and Enforcement Officer</i>  Ms. Harsranie Rambaran, <i>Director, Permitting Division</i>
Taken from the 2016 report	<ul style="list-style-type: none"> <li>The Quality Standards Infrastructure in Guyana</li> <li>Challenges and opportunities for improving the QSI</li> <li>The collaborative framework</li> <li>Resource constraints and the need for capacity building</li> </ul>	Ministry of Agriculture (MoA) - Institutional Stakeholder	Mr. George Jarvis, <i>Permanent Secretary</i>  Dr. Mark Pierre, <i>Agricultural, Health and Food Safety Specialist</i>  Ms. Melisa October, <i>Head, Monitoring and Evaluation Unit</i>
	<ul style="list-style-type: none"> <li>The drainage infrastructure in and around the proposed project site</li> <li>Measures to mitigate flooding in and around the project site</li> </ul>	National Drainage and Irrigation Authority (NDIA) - Institutional Stakeholder	Mr. Frederick Flatts, <i>Chief Executive Officer</i>

Source: (Bynoe, 2018)

## 2 STAKEHOLDER ENGAGEMENT

Stakeholder engagement is an inclusive process, conducted throughout the project life cycle, and involves interactions between identified groups of people. It provides stakeholders with an opportunity to raise their concerns and opinions and ensure that this information is taken into consideration when making project decisions. Stakeholder engagement is most effective when initiated at an early stage of the project development process and is an integral part of early project decisions and the assessment, management and monitoring of the project's environmental and social risks and impacts.

### 2.1 Government of Guyana (GoG) Requirements

The GoG requires stakeholder consultations to be conducted to encourage “transparency and accountability in decision making”.<sup>1</sup> Additionally, Article 13 of the Constitution of Guyana stipulates, “The principal objective of the political system of the state is to establish an inclusionary democracy by providing increasing opportunities for the participation of citizens, and their organizations in the management and decision making processes of the State, with particular emphasis on those areas of decision making that directly affect their wellbeing.”<sup>2</sup>, demonstrates the importance of public participation in development.

### 2.2 Inter-American Development Bank (IDB) Requirements

Borrowers of the IDB are required to:

- ✓ Engage stakeholders early and throughout the project's life cycle in a manner that encourages meaningful stakeholder consultations. The consultations are expected to be directly proportional to the project's nature and impact.
- ✓ Provide information to stakeholders in a timely, understandable, and culturally appropriate manner.
- ✓ Make provisions for stakeholder identification and analysis, disclosure of information, grievance redressal, and reporting to stakeholders in the stakeholder engagement plan.
- ✓ Disclose a list of stakeholders consulted, feedback gains, and the actions taken to address the feedback.

The IDB places great emphasis on “meaningful stakeholder consultation”, which allows the project-affected parties to express their views on the project and the associated risks. This is an ongoing and ever-changing process basis on the evolution of the project and its impacts.

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<sup>1</sup> Green State Development Strategy: Vision 2040

<sup>2</sup> Constitution of Guyana

## 2.3 Scope of the SEP

This Stakeholder Engagement Plan (SEP) is specific to this project and therefore aims to be reflective of the needs of the project inclusive of its potential risks and impacts. This Plan will be updated as necessary.

## 2.4 Objectives of Stakeholder Engagement Plan (SEP)

1. To identify the key stakeholders of the project;
2. To identify the roles and the responsibilities of key stakeholders;
3. To ensure that the key stakeholders are allowed to provide their views and opinions in the project design and implementation stages;
4. To develop a clear plan of engagement that identifies the means and frequency of interactions of each stakeholder
5. To ensure that appropriate project information on environmental and social risks and impacts is disclosed to stakeholders in a timely, understandable, accessible, and appropriate manner
6. To devise a plan of action that identifies the means and frequency of engagement of each stakeholder;
7. To provide project-affected parties with accessible and inclusive means to raise issues and grievances and respond to and manage such grievances and,
8. To allocate budgetary and other resources in the project design, project implementation, and Monitoring and Evaluation (M&E) for stakeholder engagement and participation.

## 2.5 Stakeholder Analysis and Mapping

### Stakeholder Identification

The first step in the stakeholder engagement process is to identify the key stakeholders to be consulted and involved. Stakeholders are individuals or groups who are affected or are likely to be affected by the project and who may have an interest in the project. Stakeholders for the project were identified in the design phase and during the scoping process of the Environmental and Social Framework and Environmental and Social Management Plan. This list was updated in the preparation of this plan. It is expected that further stakeholder groups may come to the fore and will be added to the plan and engaged during and post-project implementation.

### Potential Stakeholders

A list of potential stakeholders identified and their interests and issues were compiled by the ESMF consultant based on discussions already held between the consultant and the project management unit on activities that are related to the proposed project.

### Stakeholder groups:

The project will impact, influence, and be influenced by the following target groups:

**Government Ministries, Departments, and Agencies-** The participation of the government ministries, departments, and agencies will be integral to the actualization of the project since these governmental organizations will play a major role in the establishment of the physical, technical,

legal, and regulatory framework of the project. The main governmental department and agencies to be consulted are as follows: the Ministry of Tourism Industry and Commerce (the implementation agency of the project), the Environmental Protection Agency (EPA), Central Housing and Planning Authority (CH&PA), Guyana National Bureau of Standards (GNBS), National Drainage and Irrigation Authority (NDIA), Pesticide and Toxic Chemical Control Board (PTCCB), and the Ministry of Public Security through the Guyana Fire Services (GFS) and the Guyana Police Force (GPF).

**Local Government-** governments are given the responsibility of overseer and management administration in regions and communities. The project is being executed in Region Four-Georgetown; therefore, the Mayor and City Council (M&CC) will be consulted.

**Civil Society and Non-Governmental Organizations (NGOs)-** Guyanese civil society consists of several organizations, enterprises, and entities. Among civil society bodies for this project are Non-Governmental Organizations (NGOs), Community Based Organizations (CBOs), the Georgetown Chamber of Commerce and Industry (GCCCI), and the Private Sector Commission (PSC). They are important as they will form the representatives of and end-users of the new facility.

**Impacted Communities-** Impacted communities will constitute the individuals who may be directly or indirectly impacted by the project's activities, either positively or negatively. The project area is in Georgetown in the exhibition complex in Plantation Sophia. The members of the impacted community will include all learning facilities and businesses within the project's ADI. The following stakeholders will be consulted; the National Tshuwas Council and other stakeholders of the Amerindian Village Exhibition site, the Sophia Juvenile Holding Centre (SJHC), Sophia Training Centre (STC), Sophia Care Centre (SCC), the Sophia Special School (SSS) and the Hinterland Scholarship Dormitory (HSD) and the following businesses; the Guyana Competition and Consumers Affairs Commission (CCAC), the Central Packaging Facility of the Guyana Marketing Cooperation (CPF of GMC), the Guyana Livestock Development Authority (GLDA), and the Guyana Analyst Food and Drugs Department (GA-FDD).

**Educational Institutes and Centers of Learning -** There are several educational institutes and centres of learning in Guyana, which can serve as contributors to the construction of the laboratory through its faculties and programmes. Additionally, they can also benefit as end-users of the new laboratory. These institutes include the University of Guyana (UG) and the Government Technical Institute (GTI).

**Public Service Providers-** The public service providers will be consulted to gain insight into their mode of conducting activities in event of the construction of a new building, specifically a laboratory. The main public service providers that will be consulted are the Guyana Water Incorporated (GWI), Guyana Telephone and Telegraph (GTT), and Guyana Power and Light (GPL).

## 2.6 Ranking of Stakeholder

*Table 2: Rank of Stakeholders Based on Influence and Interest*

STAKEHOLDER GROUP	INFLUENCE	INTEREST
Government ministries, departments and agencies	High	High
Local Government	High	Medium
Impacted Communities	Low	High
Educational Institutes and Centers of Learning	Low	Medium
Public Service Providers	Low	High

## 3 STAKEHOLDER ENGAGEMENT PROCESS

### 3.1 Public Scoping Meetings

A community meeting will be conducted with the residents of communities near the building site. Those persons will be presented with details of the proposed project to be undertaken. Comments from community members will be obtained during this meeting and recorded in an acceptable format. (Summary of Scoping Comments). Subsequent surveys will be conducted with community members including a post satisfaction survey on the implementation of the project activities.

### 3.2 Information Disclosure

There are a variety of engagement methods used to build relationships, gather information, consult, and disseminate project information to stakeholders. Table 3 provides a list of different methods to disseminate information on the project and describes the application of these methods.

*Table 3: Information Dissemination Methods*

Information Dissemination Method	Application
Correspondence by phone/email/text/instant message	<ul style="list-style-type: none"><li>• Distribute project information to Governmental and other technical officials, organizations, agencies and companies</li><li>• Inform stakeholders about consultation meeting</li></ul>
Print media	<ul style="list-style-type: none"><li>• Disseminate project information to public and literate stakeholders</li><li>• Inform the stakeholders about consultation meetings</li></ul>
Radio and television	<ul style="list-style-type: none"><li>• Prepare public information material including Q&amp;A in both English and Creolese for radio and television public service announcements</li><li>• Prepare possible bi-monthly or other determined periods of advertisements to facilitate the dissemination of information on the Project</li></ul>
Website and social media	<ul style="list-style-type: none"><li>• Develop a sub-section on the Ministry of Tourism Industry and Commerce website to disseminate project information to large audiences and stakeholders</li><li>• Create a project Facebook page with information similar to the website</li></ul>
Formal meetings	<ul style="list-style-type: none"><li>• Present project information using PowerPoint presentations</li><li>• Build impersonal relations with high-level stakeholders</li><li>• Distribute technical documents</li><li>• Record discussion, comments/questions raised and responses</li></ul>



Information Dissemination Method	Application
Public meetings	<ul style="list-style-type: none"> <li>• Present project information to a large audience of stakeholders or a particular community using PowerPoint presentations, posters, videos or project information documents</li> <li>• Build relationships with local communities</li> <li>• Distribute non-technical project information</li> <li>• Record discussion, comment/questions raised and responses</li> </ul>
Focus group meetings	<ul style="list-style-type: none"> <li>• Facilitate meeting in a smaller group of between 8 and 15 people to provide their views and opinions on the Project</li> <li>• Record discussion, comment/questions raised and responses</li> </ul>
Workshops	<ul style="list-style-type: none"> <li>• Present project information to a group of stakeholders</li> <li>• Use participatory exercises to facilitate group discussions, brainstorm issues, analyse information and develop recommendations and strategies</li> <li>• Record responses</li> </ul>
Roundtable discussions	<ul style="list-style-type: none"> <li>• Use prepared questions or gather preliminary questions to facilitate group discussions</li> <li>• Each person is given an equal right to participate</li> <li>• Record responses</li> </ul>
Surveys	<ul style="list-style-type: none"> <li>• Gather opinions and views from individual stakeholders</li> <li>• Gather baseline data</li> <li>• Record data</li> <li>• Develop a baseline database for monitoring impacts</li> </ul>
Site visit	<ul style="list-style-type: none"> <li>• Gather opinions and views from individual stakeholders by visiting project site</li> </ul>

## 4 ENGAGEMENT PLAN

Presented below is a stakeholder engagement plan that reflects the needs of the stakeholder of the project.

Table 4: Stakeholder Engagement Plan

STAKEHOLDER	WHY INCLUDED	PARTICIPATION METHOD	RESPONSIBILITY	TIMELINE/PROJECT STAGE
<b>Government Agencies</b>				
Ministry of Tourism Industry and Commerce (MOTIC)	The agency responsible for the implementation of the project	Formal meetings and briefings	Project Team	<ul style="list-style-type: none"> <li>• All Stages</li> </ul>
Environmental Protection Agency (EPA)	Agency responsible for the management, protection and improvement of the environment; and the issuing of environmental permits	Formal meetings ( at least 1 meeting), briefings and KII	Contractor Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Pre- Construction</li> <li>• Construction and operation stages</li> </ul>
Central Housing and Planning Authority (CH&PA)	Agency responsible for building codes and the approval of development projects for public and non-residential buildings	Formal meetings and KII	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Pre- Construction stage</li> </ul>
Guyana National Bureau of Standards (GNBS)	Agency responsible for the monitoring and compliance with standards and agency for which the laboratory is being constructed	Formal meetings and briefings	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• All stages</li> </ul>
National Drainage and Irrigation Authority (NDIA)	The agency is responsible for the management and maintenance of drainage, irrigation and flood control infrastructure	Key Informant Interview (KII)	Contractor Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Pre-construction</li> </ul>

STAKEHOLDER	WHY INCLUDED	PARTICIPATION METHOD	RESPONSIBILITY	TIMELINE/PROJECT STAGE
Pesticide and Toxic Chemicals Control Board (PTCCB)	Agency responsible for the management and regulation of toxic chemicals and pesticides	Idem	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Post-construction stage</li> </ul>
Guyana Fire Service (GFS)	Input and recommendations required to ensure safety against fire hazards	Focus group meetings and KII	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• During project formulation and implementation</li> </ul>
Guyana Police Force (GPF)	Input and recommendations required to ensure security and traffic issues mitigation	Focus group meetings and KII	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• During project formulation and implementation</li> </ul>
<b>Local Government</b>				
Georgetown Mayor and City Council (M&CC)	Municipality responsible for overseeing solid waste management, infrastructural maintenance, and other developments within Georgetown	Formal Meetings and briefings	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• During project formulation and implementation stages</li> </ul>
<b>Impacted Communities</b>				
National Toshi Council	Potentially project-affected party or beneficiary	Formal Meetings and briefing	Ministry of Tourism Industry and Commerce and Project team	<ul style="list-style-type: none"> <li>• All stages of construction</li> <li>• Operation stage</li> </ul>
Residents of Sophia Community	Potentially project-affected party or beneficiary	Public consultation and disclosure of information through information centers/boards Build awareness of the Grievance Redress Mechanism	Ministry of Tourism Industry and Commerce and Project team	<ul style="list-style-type: none"> <li>• All stages of construction</li> <li>• Operation stage</li> </ul>

STAKEHOLDER	WHY INCLUDED	PARTICIPATION METHOD	RESPONSIBILITY	TIMELINE/PROJECT STAGE
General Public	Potentially project-affected party	Idem	Ministry of Tourism Industry and Commerce and Project team	• Idem
Exhibition Complex Secretariat	Overseer of exhibition complex in which the project site is located	Formal meetings and briefings	Contractor Ministry of Tourism Industry and Commerce and Project team	• During project formulation and implementation
Sophia Special School (SSS)	A learning center within the project's ADI that provides for special needs children	Disclosure of information in a manner appropriate to the specific needs of the group	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Pre-construction and construction stage</li> <li>• Operation stage</li> </ul>
Sophia Care Centre (SCC)	A learning center within the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
Sophia Juvenile Holding Centre (SJHC)	A juvenile detention center within the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
Sophia Training Centre (STC)	A learning center within the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
Hinterland Scholarship Dormitory (HSD)	Facility responsible for housing hinterland (indigenous) students pursuing tertiary education in the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
Guyana Competition and Consumers Affairs Commission (CCAC)	Business/ Commission located within the project's ADI	Formal meetings and briefings	Ministry of Tourism Industry and Commerce and project team	• Pre-construction stage and construction stage

STAKEHOLDER	WHY INCLUDED	PARTICIPATION METHOD	RESPONSIBILITY	TIMELINE/PROJECT STAGE
Central Packaging Facility of the Guyana Marketing Cooperation (CPF of GMC)	Business/ Cooperation located within the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
Guyana Livestock Development Authority (GLDA)	Authority responsible for analysis of zoonotic diseases; the new laboratory can offer support services and the business is within the project's ADI	Idem	Ministry of Tourism Industry and Commerce and project	• Idem
Guyana Analyst Food and Drugs Department (GA-FDD)	Agency responsible for the monitoring of imported and exported goods	Idem	Ministry of Tourism Industry and Commerce and project team	• Idem
<b>Civil Society and Non-Governmental Organizations (NGOs)</b>				
Private Sector Commission (PSC)	Representative organization of all private and commercial business entities	Formal meetings to solicit collaboration and feedback/responses	Ministry of Tourism Industry and Commerce and project team	• During project formulation and implementation
Georgetown Chamber of Commerce and Industry (GCCCI)	A representation organization of the project's end-users	Idem	Ministry of Tourism Industry and Commerce and project team	• During project formulation and implementation
Community-Based Organizations (CBOs)	Organization whose needs and opinions will need to be considered	Focus group meeting	Ministry of Tourism Industry and Commerce and project team	• Construction and post-construction stages
Non-Governmental Organizations (NGOs)	Different organizations that consist of young people and other vulnerable groups	Idem	Ministry of Tourism Industry and Commerce and project team	• During project formulation and implementation

STAKEHOLDER	WHY INCLUDED	PARTICIPATION METHOD	RESPONSIBILITY	TIMELINE/PROJECT STAGE
<b>Educational Institutes and Centers of Learning</b>				
University of Guyana (UG)	Input in recommendations and can supply individuals for the workforce through the Faculty of Engineering and Technology attachment	Formal Meetings and briefings	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• During project formulation and implementation stage</li> <li>• Construction Stage</li> </ul>
Government Technical Institute (GTI)	Input in recommendations and can supply individuals for the workforce through the department of Engineering and Technology attachment	Idem	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• Idem</li> </ul>
<b>Public Service Providers</b>				
Guyana Water Incorporated (GWI), Guyana Power & Light (GPL), and Guyana Telephone and Telegraph (GTT)	Inputs required for project design and further recommendations	Formal meetings	Ministry of Tourism Industry and Commerce and project team	<ul style="list-style-type: none"> <li>• During project formulation and implementation</li> </ul>