



WCD and LDCF Project to WWF Zambia, GF19989

**STAKEHOLDER ENGAGEMENT PLAN FOR THE KAFUE FLATS WILDLIFE, HABITAT,
HEALTH AND LIVELIHOODS PROJECT (KAF WILD)**

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GEF Agency: WWF US

**Lead Executing Agency: Ministry of Green Economy and Environment and Ministry of Tourism-
Department of National Parks and Wildlife**

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1. Introduction

The Government of Zambia, through the Ministry of Green Economy and Environment (MGEE) and the Ministry of Tourism (MoT), has requested WWF to assist in the development of full project documentation for two projects, which have complementary objectives and are being designed for implementation in the same geographical area – the Lower Kafue Basin – and over a five-year period.

- The *Kafue Flats Climate Resilience and Adaptation Project* (Kaf-Adapt), to be funded through the Least Developed Countries Fund (LDCF), with approximately \$2,760,000 in GEF funds, and with the project to be executed by MoGEE.
- The *Kafue Flats Wildlife, Habitat, Health and Livelihoods Project* (Kaf-Wild), to be funded through the GEF Trust Fund, as a country project under the global Wildlife Conservation for Development (WCD) Integrated Programme, with approximately \$6 million in GEF funds, and to be executed by the Department of National Parks and Wildlife (DNPW) in the Ministry of Tourism.

WWF-US as a GEF Agency is supporting the Government of Zambia, WWF Zambia Country Office (ZCO) and the International Crane Foundation (ICF) to develop the two projects for presentation to the GEF for endorsement by the GEF Chief Executive Officer as part of the Eighth Replenishment Cycle (GEF-8). The two projects will be designed in support of Zambian government priorities, and in accordance with WWF and GEF standards. The joint Project Development Team (PDT) for the Project Preparation Grant (PPG) phase of the two projects is made up of representatives of MGEE, DNPW, WWF-US, WWF ZCO and ICF, as well as five consultants: international lead consultant, national gender consultant, national safeguards consultant, national stakeholder engagement consultant, and national livelihoods and value chains consultant. The PDT has guided the joint project development process over the period April 2024 to January 2025, based on an approved work plan and PPG budget.

The Lower Kafue Basin is critical to Zambia economically, ecologically and socially, and the Kafue Flats alone are home to 9 percent of the Zambian population. A large proportion of this population (73 per cent) is rural, and directly dependent on the ecological function and flow regime of the flats. The areas host a number of users from various sectors including subsistence maize farming, sugar, beef (small-scale and commercial), and hydropower, mining, and tourism industries. However, pollution, encroachment, over-abstraction, deforestation and land degradation from agricultural expansion and extractive activities are slowly compromising the productivity of the area. The area is within the belt most affected by climate change, with decreasing rainfall, increasing temperatures, and unanticipated floods all negatively affecting local livelihoods in fishing, crop and livestock farming. The Kafue Flats has been entered into the Ramsar list of wetlands of international importance in 1991 declared under the UNESCO man and biosphere programme which recognizes sites of ecological importance.

The floodplain and grasslands provides habitat for a wide variety of birds, fish and mammals, including the endemic Kafue Lechwe antelope, which is under threat from poaching for the local wild meat trade, and dwindling numbers of zebra, wildebeest, kudu and hippo, for whom the two National Parks (Lochinvar and Blue Lagoon), with the surrounding Game Management Area (GMA) provide important sanctuary. With the wide variety of competing land uses, disease (including zoonotic spillover) is an ever-present risk, with recent human fatalities as a result of consuming hippo meat carrying anthrax, and from cholera in temporary fishing camps. The combination of the two projects will engage local communities in a climate-resilient

landscape management approach that promotes harmonious coexistence of humans, wildlife and livestock, with resilient livelihoods based on healthy and productive natural ecosystems.

This report presents Regulations and Requirements applicable to both projects, as well as a summary of stakeholder engagements carried out during the project development stage. This is followed by the Stakeholder Engagement Plans (SEPs) for the Kafue Flats Climate adaptation and resilience (Kaf-Adapt) and the Kafue Flats Wildlife, Habitat, Health and Livelihoods Project (Kaf-Wild) projects, in that order. Finally, the document also includes information about resources and responsibilities during project execution, the project Grievance Redress Mechanism, monitoring and reporting.

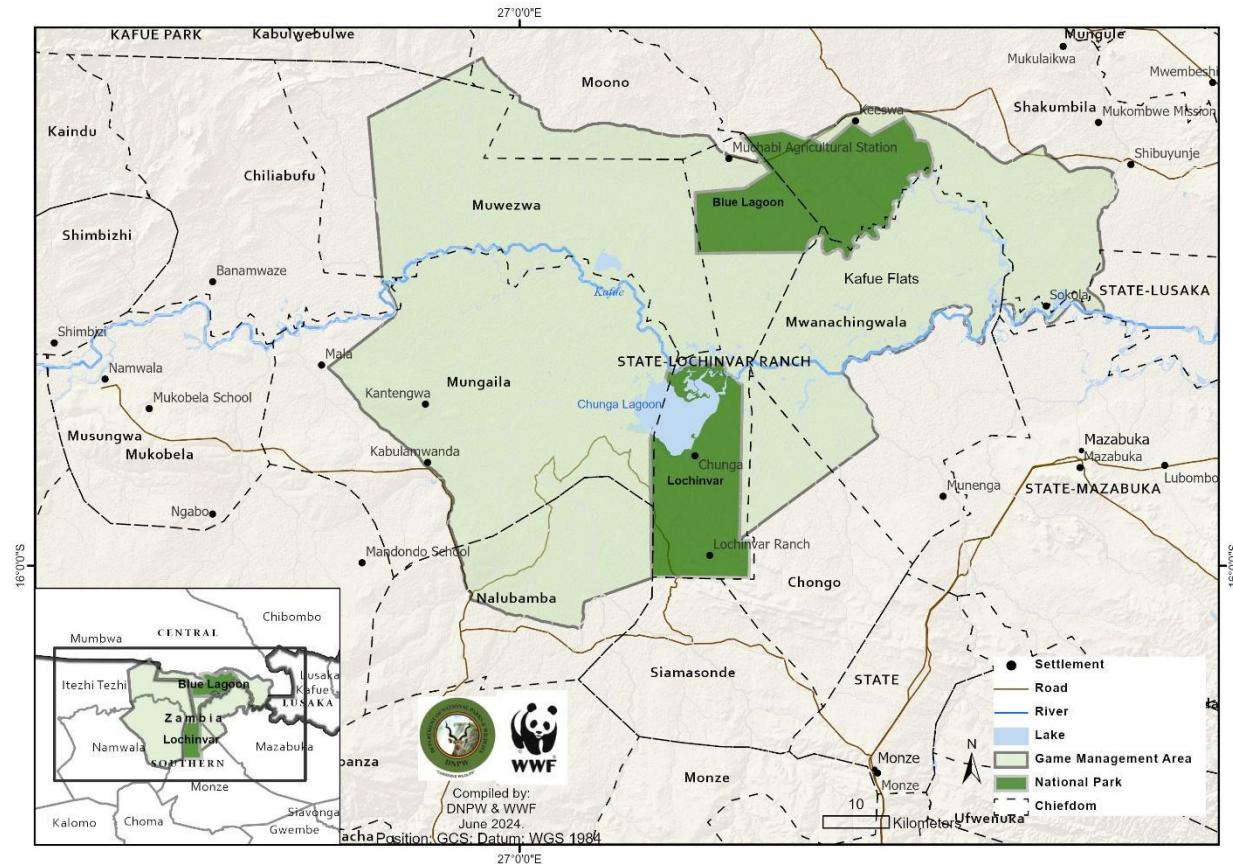
Kaf Wild Project goals and objectives

The objective of the KaF-Wild project is to secure key wildlife species of the Kafue Flats landscape and promote socio-economic benefits to local communities through wildlife-based economies. This child project under the Wildlife Conservation for Development Integrated Programme (WCD IP) is led by the Government of the Republic of Zambia (GRZ) and implemented in partnership with WWF Zambia and the International Crane Foundation. This objective will be achieved through 4 components which are;

- (i) Enabling conditions for wildlife conservation for development
- (ii) Coexistence of people and wildlife in connected habitats
- (iii) Wildlife and Nature for Prosperity in the Kafue Flats
- (iv) Communications, knowledge management and coordination.

The KaF-Wild project will be complemented by the Kaf Adapt project and the capacity of the community resource boards will be developed on land use, development of park infrastructure and supporting anti-poaching efforts.

Both projects will promote and support climate resilient nature-based livelihoods for the communities of the Kafue Flats and enable healthy and harmonious coexistence between people, livestock's and wildlife. The projects will run for a period of 5 years under a project implementation unit that includes a variety of stakeholders.



2. Regulations and Requirements

Government of the Republic of Zambia -Policies and Regulations

Introduction

The Kaf Wild project have been aligned to the Republic of Zambia's policy, legislation and development priorities. Below is a summary of the relevant policies, strategies and plans, and the key elements within the policies, legislation or plans have been summarized.

Sustainable Development Goals

The objective of the Kafue Flats Wildlife, Habitat, Health and Livelihoods Project (KaF-Wild) in Zambia is to secure key wildlife species of the Kafue Flats landscape and promote socio-economic benefits to local communities through wildlife-based economies. Therefore the Kaf-Wild project will specifically contribute to the SDGs and specifically for the following Goals:

- Goal 5 which addresses Gender Equality,
- Goal 15 which addresses life on land and aims to protect, restore natural habitats and limit promoting responsible land use. The goal also aims to promote the sustainable use of our

ecosystems and preserving biodiversity. this includes promoting and preserving forests, wetlands, grasslands and other natural habitats.

- Goal 17 which address Partnerships for the goals, which promotes collaboration and cooperation among government, private and civil society organizations and international organizations. the goal aims to mobilize resources, knowledge, technology and expertise from diverse actors to support sustainable development initiatives.

Vision 2030

Zambia Vision 2030: The National Long-Term Vision 2030, developed in 2006, was Zambia's first ever written long-term plan, expressing the Zambian people's vision to become "a prosperous middle income nation by 2030". It stated that by 2030, Zambians aspire to live in a strong and dynamic middle-income industrial nation that provides opportunities for improving the well-being of all, embodying values of socioeconomic justice, underpinned by the principles of: (i) gender responsive sustainable development, (ii) democracy, (iii) respect for human rights, (iv) good traditional and family values, (v) positive attitude towards work, (vi) peaceful coexistence and, (vii) private-public partnerships. Targets are set out for accelerated economic growth, moderated inflation, decelerated population growth, reduce income inequality, and improves access to water and sanitation. Strategies to eliminate hunger, food insecurity and malnutrition are set out; to make agriculture, forestry and fisheries more productive and sustainable; to reduce rural poverty; and to promote gender equality, including economically empowering women through acquisition and ownership of titled land.

8th National Development Plan

The Eighth NDP (2022-2026) provides an avenue for catalyzing the nation's response to addressing the developmental challenges over the 2022-2026 period. The plan recognizes the many causes of environmental degradation, and the opportunities for green growth. The Government of Zambia has placed environmental sustainability as one of four focus areas of the Plan, which recognizes that there is a growing opportunity to sustainably develop the nature-based economy to generate revenues, jobs and investments in the country. The KaF-Adapt and Kaf -Wild projects are supporting all three Strategic Development Area (SDAs) as follows:

SDA 1: Economic Transformation and Job Creation

Water is a key sector prioritized within the 8th NDP. The project is investing in the water sector.

- *Strategy 1: Increase agricultural production and productivity.* The project aims to increase livestock productivity through establishing community-managed rangeland management, and extension services.
- *Strategy 3: Promote value chains and manufacturing.* The project is laying the groundwork for climate resilient value chains.
- *Strategy 8: Enhance management and productive use of water resources.* The project will align to two out of six programs identified in the plan i.e. water harvesting, aquifer and water source protection. It may indirectly also contribute to the program on groundwater resources development and management.

SDA 2: Human and Social Development

- *Development outcome 3, Strategy 1- Improved water supply and sanitation.* The project will improve access to water through climate resilient water supply infrastructure development and maintenance. The project will also build capacity for communities and local governance structures to access the Constituency Development Fund (CDF).

SDA 3: Environmental Sustainability.

- *Development outcome 1, Strategy 1 Strengthen climate change adaptation.* Project will include communities in activities such as water harvesting and integrated water resource management, nature-based value chains and livelihoods.
- *Development outcome 2, Strategy 2- Enhance natural resource management.* The project will align itself with government programs in sustainable land management and community based natural resource management.

National Decentralization Policy, 2023

National Decentralization Policy, 2023: Zambia's National Decentralization Policy involves devolution, a form of decentralization which entails the transfer of rights, functions and powers or an office from the central government or State institution to a sub-national authority, or the bringing of a service that is provided at central government level to the sub-national level. The policy aims to improve service delivery and citizen participation in sustainable development through decentralization, and was first approved in 2002, revised in 2016, and most recently in 2023. The Policy envisions “citizen-driven local governance within a unitary State for sustainable development” and provides for a devolved system of participation in local development. It highlights the role of Ward Development Committees in providing the institutional arrangement for depoliticized community engagement, in setting local investment priorities and facilitating economic activities at the grassroots, and the importance of mobilizing and engaging stakeholders and the community, particularly women, youths and the vulnerable, in programme implementation and public service delivery. The KaF-Adapt project will be developing the capacity of Ward Development Committees to support the siting and maintenance of water infrastructure and will be promoting access by communities on the Kafue Flats to the Constituency Development Fund, whose expansion from 2022 forms a key pillar of the policy.

Nationally Determined Contribution

Nationally Determined Contribution (NDC) 2021: Zambia's NDC to the Paris Agreement is a revised and updated version of the first NDC, submitted in 2016, and includes both mitigation and adaptation components. Adaptation actions in this NDC are focused on strategic productive systems (agriculture, wildlife, and water); strategic infrastructure and health systems; and enhanced capacity building, research, technology transfer and finance for adaptation. The report states that the country requires substantial resources to meet the means of implementation of these interventions. The KaF-Adapt project is working in two of the three strategic productive systems – agriculture (through livestock related activities), and water, and its “sister” KaF-Wild project is working in the third system – wildlife. The KaF-Adapt project will integrate adaptation practices into the livestock sector, protecting and conserving water catchment areas

including investment in water capture and storage. The project will take an ecosystem-based approach in the Lower Kafue which fits the landscape approach at the watershed level mentioned in the NDC 2021.

National Adaptation Plan

National Adaptation Plan for Zambia (NAP) October 2023: Zambia completed its NAP in late 2023. The plan recognizes the vulnerability of the economy to climate change and sets out adaptation actions that Zambia must take in response to four climate hazards: droughts, floods, high temperatures and windstorms. The NAP highlights drought-influenced vulnerabilities across different categories, those relevant to this project area – *environment* – loss of natural resource base, *social* – reduced water quality and quantity because of drought, *human* – reduced water availability, increased incidence of climate-sensitive disease, and increased human-wildlife conflict, *financial* – loss of income from agriculture, livestock, and fisheries due to reduced productivity). In relation to flood damage to water sources, the NAP mentions the threat of increased personal risk for women and adolescent girls in search for clean water. The NAP emphasizes an entry point in integrating climate change adaptation and gender in annual budgeting and sectoral plans. The KaF-Adapt project is undertaking actions described in the NAP to increase climate change adaptation. It is also addressing the vulnerabilities to drought and recommended actions mentioned in Table 3. These include rangeland management, water catchment protection and conservation, and promoting artificial groundwater recharge, to tackle environmental vulnerability to drought. Additionally, to address social vulnerabilities related to water insecurity, the project will support the construction of new and rehabilitation of existing dams in accordance with climate-smart codes and standards, enhance water management and improve water harvesting techniques. The project will also support the development of participatory village/ chiefdom land use plans and provision of water points for communities which is also an importation action mentioned in the NAP. On integrating climate change adaptation into the broader policies and sectoral plans, the project will facilitate awareness and capacity building at the local level and integration of adaptation actions into Integrated Development Plans at district level.

National Policy on Climate Change

National Policy on Climate Change, 2016: This policy has been developed to support and facilitate a coordinated response to climate change issues in the country, enabling Zambia to re-align its climate-sensitive sectors of the economy and its society to meet its development goals through adaptation and mitigation interventions. The policy highlights how floods and droughts have increased in intensity and frequency, leading to food and water insecurity, water quality, energy, and sustainable livelihoods of rural communities. The policy conducts a situation analysis of the sectors in Zambia impacted by climate change including water, agriculture, forestry, wildlife, tourism, mining, energy, and health. The KaF-Adapt project is supporting communities in the Kafue Flats to address water insecurity and sustainable livelihoods, which are both hindered by climate hazards. Doing so, it will contribute to the Vision under this Policy of “A prosperous and climate resilient economy by 2030”. The measures highlighted in the policy that will be included in the project include promoting sustainable land use plans, promoting a landscape/ ecosystem-based approach, and improving fodder quality (as well as reducing human-wildlife conflict – tackled through the allied KaF-Wild project). The project will promote the protection of water catchment areas, including the development of water infrastructure storage, management, and utilization of water resources.

Finally, the project will also promote communication and dissemination of climate change information to enhance awareness of the impacts. It will improve the participation of women and youth, in climate change programs and promote gender equity in access to climate finances.

Climate Change Gender Action Plan

Climate Change Gender Action Plan of the Republic of Zambia, 2018: The priority sectors of this Plan include Sustainable agriculture and food security; Health; Forests, including, Protected Areas, REDD+, biodiversity and wildlife; Water security, Disaster risk reduction, preparedness and resilience; Infrastructure; Energy; and Tourism. Key activities that support gender mainstreaming in the strategy that also align with the KaF-Adapt project include developing the capacity of women and women's organizations to be able to access climate finance. Additionally, the strategy talks about how women are responsible to collect water and through the project's activities, and the importance of ensuring easy access to water, such that the time it takes to collect water is reduced, freeing up time for relaxation, or to pursue school or other income generation activities.

Water Resources Management Act of 2011

Water Resources Management Act of 2011: This Act helped establish the Water Resources Management Authority (WARMA). The Act devolves authority to Catchment Management Councils (CMCs), Sub-Catchment Councils (SCCs), and Water User Associations (WUAs). Many of which structures are yet to be in effect, but the 1.0 phase of the GIZ-supported AWARE project did facilitate the creation and capacity development of four WUAs in the Lowe Kafue Basin. The Policy sets clear and coherent measures to guide the development and implementation of national strategies and programs to achieve improved water supply and sanitation. Although the KaF-Adapt project does not have capacity building initiatives at the national level with WARMA, since other initiatives are already undertaking such work, the project will work closely with WARMA prior to the installation of the water infrastructure. It will also help improve access to water for rural communities which is one of the strategies of the Act.

Water Investment Program 2022-2030

Water Investment Program 2022-2030: The goal of the Zambia Water Investment Programme (ZIP), a deliverable of the Eighth NDP, is to transform and improve the investment outlook for water security and sustainable sanitation in Zambia. The KaF-Adapt project supports ZIP's two investment focus areas: (i) resilience building through water investment and (ii) water governance and institutional strengthening. Within the investment focus areas, this project supports:

- Component 3: Sustainable water supply and sanitation for community resilience – though investments in water supply infrastructure.
- *Component 4: Building climate resilience* – through improving water storage and artificial recharge to support livelihoods.
- *Component 5: Environmental Sustainability* – through protected and conservation of water catchment areas (Kafue) and preserving and conserving wetlands.

Ministry of Fisheries and Livestock Strategic Plan 2020-2021

Ministry of Fisheries and Livestock Strategic Plan 2020-2021: The Strategic Plan was aligned to the 7th NDP and serves as a building block for the attainment of Vision 2030. It also served as the basis for the development of the 8th NDP. The plan lays out the mandate of the Ministry of Fisheries and Livestock (MFL) as well as the challenges and national programs relevant to these economic sectors. The plan highlights the comparatively good performance of the livestock sector relative to other parts of the economy around that time, as a result of favorable government policies such as enhanced extension services, improved animal disease control and the introduction of climate smart breeds, although these have not been widely achieved in the Kafue Flats. The plan lays out some challenges related to declining Ministry budget in completing fisheries and livestock infrastructure development such as dip tanks, checkpoints, milk collection centers, and others. It also suggests actions that it can take to help the livestock sector deal with the challenges related to climate change, especially drought. In alignment with the plan, the KaF-Adapt project will guide animals in search of water away from game areas (a problem identified in the Plan) through providing additional upland watering points, and support the participation of women in the sector by aligning to the National gender policy. It will also work with commercial partners to support value addition, and project co-finance will support marketing for livestock. Finally, the project will enhance sensitization of sustainable livestock management practices to build capacity on climate change adaptation, which is also an important aim of the Ministry.

National Livestock Development Policy 2020

National Livestock Development Policy 2020: The Government has developed a National Livestock Development Policy, which outlines the vision of the Government and its aspiration to be “a smart and value-centered livestock industry”. The Policy states that livestock production systems predominantly are smallholder systems constrained by poor access by animals to watering points, diseases, and poor animal husbandry practices, compounded by climate change. The Policy provides a mechanism to strengthen the management of rangelands and livestock water resources through the promotion of extension services and good grazing practices. The KaF-Adapt project will support many of the mechanisms provided in the strategy with the most important being the sustainable, climate resilient management of rangelands and livestock water resources. The project will build resource management committees and other means to support good grazing practices, including exchange visits between communities in the target landscape participating in activities to build climate-resilient holistic rangeland management.

Zambia’s Second National Biodiversity Strategy and Action Plan (NBSAP-2)

Zambia’s Second National Biodiversity Strategy and Action Plan (NBSAP-2): This sets out Zambia’s plan for achieving its commitments to the United Nations Convention on Biological Diversity (CBD) and the Kunming-Montreal Global Biodiversity Framework, for the period 2015-2025. Its main goal is to achieve that, by 2025, biodiversity is valued, conserved, restored and wisely used, as well as maintaining ecosystem services, sustaining a healthy environment and delivering benefits essential for all Zambians and the Zambian economy. This involves actions to address the underlying causes of biodiversity loss by mainstreaming biodiversity across government and society; to reduce the direct pressures on biodiversity and promote sustainable use, improving the status of biodiversity by safeguarding ecosystems, species and genetic diversity; and to enhance the benefits to all from biodiversity and ecosystem services. KaF-Adapt

will indirectly support the NBSAP's Strategic goal D.15 "By 2025, Zambia takes deliberate actions to protect critical ecosystems of the Zambezi, Kafue, Chambeshi, Bangweulu and Luangwa watersheds".

Zambia's Land Degradation Neutrality Targets

Zambia's Land Degradation Neutrality Targets: As set out in Zambia's National Report to the United Nations Convention on Combating Desertification (UNCCD), Zambia aims to achieve land degradation neutrality by 2030, in other words a balance between degradation and restoration whereby there is no net loss of land productivity. This involves targets that by 2030 Zambia will: reduce the deforestation rate by at least 50%; maintain or improve soil organic carbon (no net loss); increase good agricultural practices from 600,000 ha in 2015 to 1,000,000 ha; integrated land use planning adopted and practiced across the nation; catchment management plans developed for the six major catchments incorporating measures to prevent land degradation; production of timber wood fuel, including charcoal, strengthened and regulated compared to 2015. Most critical for the KaF-Adapt project is the target that by 2030, Zambia "shall seek to halt land use change of wetlands and ecologically sensitive areas (no net loss).

Wildlife policy

Other policies for the Kaf-adapt and the Kaf-wild projects include the wildlife policy which provides guidelines for the establishment and management of GMAs, which are areas set aside for the conservation and sustainable use of wildlife resources. In addition, the Game management regulations provide guidance on the management of GMAs, including the issuance of permits, fees, and regulations for hunting and tourism. The Game management policy allows for the zoning of GMAs and the development of General management plans for each GMA. Each GMA is required to have a management plan, which outlines the specific conservation and management objectives, strategies, and activities for the area.

The Community-Based Natural Resource Management (CBNRM) Policy: This policy provides for the involvement of local communities in the management and benefit-sharing of wildlife resources in GMAs. The wildlife Act No. 14 of 2015 provides for the conservation and management of wildlife in Zambia including the protection of wildlife habitats, regulation of hunting a trade in wildlife products and the establishment of wildlife reserves.

The Disaster Management Act of 2010 provides for disaster risk management and response including chiefdoms. The climate change policy of 2016 provides for the coordination of climate change adaptation and mitigation efforts, including in chiefdoms. The decentralization policy requires a bottom-up approach and inclusive approaches to planning for development interventions inclusive of climate adaptation policies. This summary of policies, acts and regulations encompasses both the Kaf-Adapt and the Kaf-Wild projects.

National Policy on Wetlands National Policy on Wetlands 2018

National Policy on Wetlands: Wetlands in Zambia are currently threatened with degradation. The policy explains the threats to Kafue Flats by mentioning the invasive plant *Mimosa pigra* that has spread and

occupies significant proportions of the floodplains resulting in the displacement of animal species, blocking of water ways and reducing the availability of food for wildlife and domestic animals, as well as impeding access to fishing grounds. The activities in the KaF-Adapt project on holistic rangeland management are complemented by wetland restoration and invasive removal (as well as value chains based on the cleared biomass) through the allied KaF-Wild project. Wetlands mitigate the impact of climate change and thus aligning to the National Wetland Policy is important to the project.

Additionally, the projects contribute to:

- *Objective 6.1.1: To conserve wetland ecosystems so as to ensure their integrity, productivity and sustainability.* This will be done through the land use / zoning plan per chiefdom.
- *Objective 6.1.2: To Protect the wetlands and their catchment areas and improve the resilience of wetland systems to natural and anthropogenic shocks.* This will be achieved through investment in rangeland management and water supply to livestock away from the threatened wetland ecosystem.
- *Objective 6.2.1: To promote and support sustainable livelihood options in order to ensure productivity while protecting wetland resources.* This will be done through the clearing of *Mimosa pigra* in KaF-Wild, but also through encouraging communities in small and medium nature-based enterprises in Kaf-Adapt, including the option of basketmaking with invasive reeds by women's cooperatives.
- *Objective 6.2.2: To promote stakeholder participation in effective management of wetlands and ensure equitable sharing of benefits.* This will be achieved through supporting traditional leadership in encouraging participation of community members in climate adaptation.

Other relevant pieces of national legislation include:

- Environmental Management Act, 2011. Promotes best practices in environment and natural resources management.
- Tourism and Hospitality Act, 2015. The Act provides for sustainable development of tourism and environmental management and protection
- National Heritage Conservation Commission Act, 1989. Provides for protection, conservation and management of fauna and flora
- Forests Act, 2015. Promotes conservation and management of forests and trees. Rationalization of exploitation of forest resources and promotion of sustainable forest management
- Energy Regulation Act, 1995. Regulates energy use, which also includes charcoal and forest products and promotes renewable energy.
- Mines and Mineral Development Act, 2008. Safe and environmentally-friendly mining
- Agricultural Lands Act (Cap. 187). Makes provision on practices, development, investment and management of cropland.

WWF Standard on Stakeholder Engagement

The WWF GEF Agency requires all GEF projects comply with GEF and WWF Standards on Stakeholder Engagement, specifically the WWF [Standard on Stakeholder Engagement](#) and the associated [Procedures for Implementation of the Standard on Stakeholder Engagement](#). Stakeholder engagement is an overarching term that encompasses a range of activities and interactions with stakeholders throughout the project cycle and is an essential aspect of good project management.

The WWF Standard on Stakeholder Engagement requires the Executing Agency to engage stakeholders throughout the life of the project; communicate significant changes to project stakeholders and consult on potential risks and impacts; establish a grievance redress mechanism and register and respond to grievances throughout project execution, and; disseminate information in a way that is relevant, transparent, objective, meaningful, and easily accessible. The Standard on Stakeholder Engagement promotes an inclusive process to support the development of strong, constructive and responsive relationships that help to identify and manage risks, and which encourage positive outcomes for stakeholders and project activities.

The project will comply with WWF and government restrictions to prevent the spread of infectious diseases. During field visits and in-country travel, all attempts to practice social distancing will be made, as well as the use of personal protective equipment (PPE) if currently required. In addition, Zambia has Cholera outbreaks usually during the rainy season. Compliance with public health and hygiene standards and practices, crowd control and avoidance of unnecessary hand contact will be upheld. With regards other epidemics or pandemics that may arise the WHO, Zambia Public Health institute and Ministry of Health Guidelines will be adhered to.

3. Summary of previous stakeholder engagement activities for the Kaf-Adapt and Kaf-Wild projects

Please note that stakeholder engagement during project design was done concurrently for both projects, and therefore the following information is relevant to both Kaf Wild and Kaf Adapt, and mention of both projects are found throughout the following section.

Meeting with Permanent Secretary and Directors at the Ministry of Green Economy and Environment 20th June 2024

The meeting was held with the Permanent Secretary and the Directories in the Climate change and Environmental departments to discuss the process of developing the project documents for approval for the two GEF projects-Kaf-adapt and Kaf- Wild. The meeting also discussed the steps and proposed engagements that would be undertaken in order to obtain data and have consultation with stakeholders and project beneficiaries. As the executing agency, the role of the Ministry was emphasized as being the lead as the execution agency and WWF Zambia having financial management and implementation oversight.

Meeting with Permanent Secretary at the Ministry of Tourism 20th June 2024

The meeting was held with the Permanent Secretary and directors of the Ministry of Tourism. It was emphasized that the Ministry through the Department of National Parks and Wildlife would play a key role in coordination of stakeholders in the interventions that would be implemented in the two national parks and the game management areas.

Inception workshop 21st June 2024

The inception workshop drew representation from various Government representatives and NGOs. The permanent secretary of MGEE opened the workshop and emphasized the need for collaboration in restoring the health of the Kafue Flats, making it socially, ecologically, and economically viable while ensuring the effects and impacts of climate change are minimized. The Kafue Flats was also highlighted as having global and national significance as it is a biodiversity haven and a UNESCO RAMSAR site with significant ecological importance. The WWF country director also highlighted how Zambia has successfully delivered 7 cycles of the GEF and that this 8th cycle has resulted in a shortened process to obtain funding for the Kaf-Adapt and the Kaf- Wild. Representatives at the workshop emphasized the need to review past efforts that were made towards the removal of invasive species as well as the protection of endangered and endemic species such as the wattled crane and the Kafue Lechwe.

Field mission to 7 Chiefdoms in the Lower Kafue Basin (Shakumbila, Muwezwa, Mungaila, Choongo, Hamusonde, Nalubamba, Mwanachingwala. 23rd to 30th June, 2024

Each of the 7 Chiefs were visited to discuss the possible project impact should the Kaf-Adapt and KaF-WILD be implemented in their area. The Chiefs were also able to provide information on the challenges faced in the chiefdoms with regards livestock and rangeland management, zoonotic spillover, water scarcity, inadequate or threatened livelihoods, poaching, and invasive species that deplete the natural habitat and source of food for livestock and wildlife while some, like crayfish out-compete native fish species.

Two- day Technical Design workshop 3rd -4th July 2024

A two day design workshop was held with stakeholders from DNPW, African parks, Bird Watch Zambia, MGEE, International Crane Foundation and WWF. The purpose of the design workshop was to review the preliminary findings that were obtained during the initial stakeholder engagement meetings and the field mission to the 7 chiefdoms. In addition, the tentative stakeholder list was reviewed to ensure that representation was realized in terms of private sector, public sector, regulators, Government, NGOs, Communities, Academia and International Development Organizations. The criteria for stakeholder selection (which included project intervention complementarity, potential for technical support or financial co-finance, service provider, government mandate holder, regulator or enforcer, beneficiary of project outputs and outcomes and contribution to knowledge development, monitoring and learning) was reviewed. In addition, preliminary proposals on livelihood options and value chains were reviewed as

were the initially identified environmental and social risks, gender and social disparities and existing interventions in the landscape that could be scaled up and new ones introduced.

Meeting with ZEMA

The meeting discussed the role that ZEMA plays in environmental protection in the project landscape. In addition, the meeting covered the interventions that ZEMA had undertaken to remove the mimosa pigra in the Kafue Flats between 2007-2010, with approximately 340 hectares removed through aerial spraying and manual removal (300 hectares through aerial spraying and 40 hectares through manual removal). It was found that most of the removal efforts were biochemical and manual. ZEMA had a program that employed community members to physically remove the mimosa pigra in the Kafue Flats. Challenges included the lack of drones from aerial mapping and spraying, lack of funds to continuously hire staff to physically remove the mimosa pigra and lack of funding to activate community enterprises to add value to the mimosa pigra to produce briquettes, boards and biochar fertilizer.

Meeting with BirdWatch Zambia

The organization is operating in 18 out of 42 biodiversity sites in Zambia. Birdwatch Zambia focuses on endangered and endemic species, habitat restoration and clearing of invasive species. The meeting also discussed the potential areas that Birdwatch Zambia could contribute towards adaptation in the Lower Kafue Basin and it was understood that this could be through data mapping and bird monitoring on the Kafue River, training community scouts on bird identification, undertaking feasibility studies for locations for ecotourism.

Meeting with Self Help Africa

The meeting discussed the work that Self Help Africa (SHA) was facilitating in the lower Kafue Basin. SHA supports alternative livelihoods to wildlife by providing entrepreneurship inputs such as goats, drought tolerant seedlings and training in various skills. SHA uses a farmer natural conservation approach that builds capacity in community natural resource committees. SHA also supports participatory land use planning and micro zoning (maps) and land conservation in portions of forests in the Kafue. SHA also marks out the zones, monitors the regeneration of tree species and puts signage in boundary areas in the GMA.

Meeting with Ministry of Fisheries

The representatives of fisheries explained that the department was involved in habitat restoration, which also included removal of invasive species and management of these species population such as *Nailoticus-Tilapia* invasion. They explained that investigations need to be undertaken to ensure that the *Nailoticus* had not been found in the lagoons and other tributaries. A survey would need to be undertaken to identify the different strains of *Nailoticus* that were present in the Kafue ecosystem. This particular species breeds with the local species and eventually eliminates the local species. In addition, as part of the project development, recognition needs to be made that the river banks had been encroached on thereby causing erosion and loss of marine reserves as fishermen set up traps using illegal gear, in the marine reserves, thereby disturbing fish breeding. The team was informed that the department had launched the national fisheries implementation plan which identified the need to conserve and manage fish breeding sites, avoid bank erosions and ensure enforcement of fish bans..

Meeting with Ministry of Livestock and veterinary service

The Meeting with the Ministry of livestock covered the overall interventions that are being proposed under the Kaf-Adapt project and the Kaf-Wild Project. The Ministry informed the team that the Ministry was seeking to ensure livestock safety in the Kafue plains and the uplands by vaccinating the animals before and after entry into the plains. In addition, the meeting discussed the declaration of the Southern Province as an economic zone with beef and other by-products being key value chains that can be enhanced. The Ministry informed the meeting that the department of Vet services was working on the one health approach and an action plan was yet to be developed, though at the time of the meeting, a consultant had already been hired.

Centre for veterinary services, epidemiology and disease information center

The department mentioned working on the one health approach through providing vaccinations, monitoring zoonotic disease prevalence and coordinating with the Zambia National public health Institute that was working on disease control and jointly on managing zoonotic spill over. In addition, the department was working on developing a database that would be integrated with ZNPHI to harmonize disease reporting, strengthen monitoring and response systems. The department was also working with the Ministry of Agriculture on development of pasture seeds for wildlife. The department also expressed concern about the risk to ground water that the spray and dipping tanks could expose to animal and human watering points. The department had worked on the national one health strategy as well as integrating it into the MOH Demographic health and information survey. The department was interested in training the community scouts on disease identification for both livestock and wildlife, wild fire management and rangeland management including seedling development to improve the pasture and removal of invasive species such as mimosa pigra. Recommendations also included introducing ambulatory services for emergency responses where potential outbreaks had been identified. The department was in the process of developing the animal health policy.

Meeting with GIZ AWARE 2.0

The programme was working in the landscape across Mumbwa, Choma, Itezhi Tezhi and Mazabuka. In addition, Government partners included the Ministry of Green Economy and Environment, Ministry of Water development and Sanitation and at a decentralized level, WARMA. The programme aimed at developing nature based solutions to climate resilience at a district level. The programme was also supporting water security and rangeland management by drilling and installing boreholes in the area for cattle, fodder pastures and gardens. The AWARE programme also supported water harvesting from roof tops for gardens, aquifer replenishment through in-stream dams. In addition, the programme is building resource management committees for transhumance pasture rotation and pasture recovery. Fire management was also an intervention aspect.

4. Project Stakeholders for Kaf -Wild

Various stakeholders were identified during the project planning and development phase of both the Kaf-Adapt and Kaf-Wild projects. This was done through consultation with project partners such as WWF-Zambia, MGEE, DNPW, Bird Watch Zambia and the International Crane Foundation. In addition, consultations with community representatives and Chiefs enabled the consultancy team to identify

stakeholders that were operating in the landscape to ensure climate adaptation, biodiversity conservation , wetland restoration and even service provision by Government entities. Other stakeholders were identified during the technical design workshop and district level stakeholder engagements. These stakeholders have been categorized into National Government entities, Sub Government National Administration, NGOs, International Development Organizations, Community Based Organizations (Cooperatives), Indigenous or local people, Academia and Private Sector Organizations.

Criteria of selection

The stakeholder Categories listed under the above were selected on the basis or using the criteria of operating in the landscape, being reliant on the wetland and or natural resources (as in the case of private sector and communities), providing essential services such as agricultural inputs, water, energy as well as providing a regulatory and enforcement functions as in the case of department of Fisheries, Zambia Environmental Management Authority (ZEMA), Local Authorities and Water Resources Management Authority(WARMA) . Other stakeholders were identified as operating in the landscape to provide skills for natural resource based entrepreneurship, livestock and range land management and wildlife and biodiversity protection and conservation. In the case of community based organizations, they were identified on the basis of function, entrepreneurial activities that complement the Kaf-Adapt and/ or Kaf- Wild Project objectives, ability to co finance activities under one or both of the projects, future planned interventions that complement, co-finance and enhance the delivery and achievements of the plan Kaf- Adapt and Kaf- wild project.

Project stakeholders for KaF-WILD project

National Government Entities

The national Government entities engaged for the Kaf-Wild project include:

- The Ministry of Tourism, through the department of National Parks and Wildlife on the basis of the implementation area in which the project will be located. In addition, the DNPW has the mandate to coordinate stakeholders that are operating within the national parks and Game Management Areas. This is done by signing partnerships agreements as evidenced by the collaborative management partnership agreement signed with the International Crane Foundation and WWF Zambia to restore the health of the lower Kafue basin, and protect key species such as the endangered Wattled crane and the endemic Kafue Lechwe that have global significance. Other agreements signed for management of the parks, species monitoring, wild fire management and promotion of human wildlife co-existence include African Parks and Game Rangers International.
- The Ministry of Green Economy and Environment, which is an executing agency for the complementary Kafue Flats Climate adaptation and resilience project. I
- The ministry of local Government and Rural development, who are responsible for coordination of chief's affairs and rural development.
- The Ministry of Lands and Natural Resources are also key National Government entities that should be engaged as they have the national spatial data system that documents all national resources.

- ZAMSTATS is an essential national entity as the institution could be engaged in animal surveys for various species as previously done with livestock and biodiversity surveys.
- The Ministry of Water Development and Sanitation are key as the Ministry plays a role in planning for drought responses, feasibility studies for well field and aquifer development, dam development and establishment of water points/sources for human and agriculture use as well as when working in collaboration with Ministry of Tourism through DNPW, establishment of water points for wildlife.

Subnational entities

Subnational entities identified for the Kaf-Wild project include:

- The DNPW, which coordinates institutions and investors operating in the parks and game management areas.
- WARMA, which is key for water resource management and permits for dams and boreholes that will be developed.
- Water utility companies in the project area, i.e. Southern Water and Lukanga Water supply and Sanitation companies.
- The local authorities or local councils are essential sub national entities as they are responsible for financing alternative livelihoods to illegal wild meat trade. Local financing includes Constituency Development Fund (CDF) and ward fund. The local authorities also receive grant financing from various NGOs and associations to facilitate capacity building for community groups and enterprises.
- The Department of community development and social welfare, who are responsible for social cash transfers and provision of inputs that promote alternative livelihoods to wild life based trade.
- ZEMA is an important sub-national entity for purposes of biodiversity assessments. Monitoring vegetation changes and ecological monitoring and data base management

NGOs

The NGOs that have been identified for the Kaf-Wild project include:

- African parks, who are working in the Nkala game management area and undertake activities such as promotion of human wildlife co-existence in the chiefdoms where conflict is prevalent through sensitization programs. In addition to building schools where conservation clubs are established, African Parks supports Panthera, a research institution who monitors species such as lions by tagging them with digital tracking collars and this provides an opportunity for communities to be alerted as soon as possible when a lion or pride of lions roam too close to the GMA boundaries or stray into the communities.
- Game Rangers International, who use a species monitoring system specifically for elephants which have been involved in destroying gardens in the community and crops that are cultivated along the river banks. Game rangers international also rehabilitate and host orphaned elephants until they are ready to be re-integrated into the herds in the wild. GRI also monitors the spread of wild fires in the GMA and communicate to the wildlife community scouts and police who also alert the community members on the spread. GRI also provide capacity training and sensitization on the use of fire sticks/fire crackers to deter animals from entering the kraals in the community.

The organization also trains communities on how to build protective Kraals as well as provide boundary shock wire to deter animals from entering the gardens.

- Panthera, an organization that monitors and studies the movement of collared lions and shares this information from the digital system with GRI who support alerting the community and physically respond to ensure that the lion does not cross the GMA boundaries into the community.
- TNC, an NGO that is working in the landscape to develop an insurance policy for wildlife conservation and loss of life, agricultural product or livestock due to wild animals.
- International Crane Foundation, who is working in the Kafue Flats to restore the health of the Kafue, protect and monitor species such as the endangered wattled cranes and the endemic Kafue Lechwe. The ICF has a 20 year agreement with the Ministry of Tourism and the aim is to develop a joint vision with government entities and other agencies for the Kafue Flats.
- Bird Watch Zambia will be engaged as they can support the development training manuals with accredited institutions such as TEVETA, development of season products such as story maps, destination guides and sightings of rare or elusive species, bird routes. In addition the organization can also provide Links to international partners for knowledge exchange and capacity development in community led ecotourism. Potential countries to learn from are Namibia, Botswana, and Zimbabwe. Bird Watch Zambia also promotes citizen science and data mapping of bird species on the already existing Maps, such as Merlin, E-Bird, and Bird Lasa-developed with the University of Cornell. Specifically, for the Nkala GMA, Bird Watch Zambia Could explore potential sites to establish community camping sites and estimate the average costs for development.

Academia

The University of Zambia has signed a memorandum of understanding with the International Crane Foundation. The International Crane Foundation has agreed to work with the University of Zambia on establishing an ecological monitoring plan, creating wetland restoration systems and strengthening the Zambian capacity in the protection of endangered and endemic species by building the capacity of Zambian ecology students and practicing ecologists in monitoring and data management, tracking vegetation changes and biodiversity assessments.

Multilateral

Multilaterals working on wildlife conservation and natural resource protection include KfW- German development Bank that funded the KAZA project and the African Development Bank.

CBOS/Cooperatives

The community resource boards will be used as entry points into capacity building on HWC and alternative livelihoods to wildlife products such as game meats. This will be done through training as well as the establishment of enterprises or joint venture partnerships that will be run by the CRBs or in partnership with other organizations. These enterprises will be linked to viable and profitable value chains that have been identified. Cooperatives that will be promoted will support tourism through the development of camping sites and tourism packages, this will entail the need to train community scouts

on bird watching, and data capture of bird species that will be integrated into databases that are used for studies on birds.

5. Stakeholder Engagement Plan for KaF-WILD project

The purpose of this Stakeholder Engagement Plan is to ensure appropriate and consistent involvement of project stakeholders in every stage of the project implementation, supporting effective communication and working relationships. The Project Management Unit (PMU) will ensure that the views and inputs of stakeholders are taken into consideration throughout project implementation.

Stakeholder Type	Name	Frequency of Engagement/ Project Years	Engagement During Project Implementation
Government of the Republic of Zambia	Ministry of Green Economy and Environment	Quarterly for project update	Project lead for Adaptation project
		Annually for review for the entire life span of the project	Quarterly meetings News letters from the PIU Annual review meetings and End line conference
	Ministry of Tourism	Quarterly for project update	Project Lead for Wild Life conservation project
		Annually for review	Quarterly meetings News letters from the PIU Annual review meetings and End line conference
	Ministry of Commerce and Industry	Quarterly for project update	Support of CBO enterprises such as leather products , milk
		Annually for review	Newsletters Quarterly reports Annual reports
		Quarterly for project update	Chiefs arbitrator and coordinator
		Annually for review	

			<p>Newsletters</p> <p>Quarter reports</p> <p>Annual reports</p>
Department of National Parks and Wildlife	Quarterly for project update Annually for review	Coordinator of NGOs and licensed concession operators in the National Parks and GMAs	<p>Newsletters</p> <p>Quarter reports</p> <p>Annual reports</p>
Ministry of Agriculture	Quarterly for project update Annually for review	Provision of farming inputs, resilient seed stock and promotion of alternative sustainable farming practices	<p>Newsletters</p> <p>Quarterly reports</p> <p>Annual reports</p>
Department of Fisheries	Quarterly for project update Annually for review	Regulation of fishing, monitoring and enforcement, fish species breeding and protection	<p>Newsletters</p> <p>Quarterly reports</p> <p>Annual reports</p>
Ministry of Small and Medium Enterprises	Quarterly for project update Annually for review	Registration and potential co-financing support for startup community enterprises such as Trusts	<p>Newsletters</p> <p>Quarterly reports</p> <p>Annual reports</p>
Ministry of water development and Sanitation	Quarterly for project update Annually for review	Drilling of boreholes, dams, water schemes for irrigation in chiefdoms/communities	<p>Newsletters</p>

			Quarterly reports Annual reports
	Ministry of Lands and Natural Resources	Quarterly for project update Annually for review	Eco-system stock taking and protection of the status of the wetlands Newsletters Quarterly reports Annual reports
	WARMA	Quarterly for project update Annually for review	Permits for dams, Water Resource protection, water user association establishment and strengthening Water resource monitoring Newsletters Quarter reports Annual reports
	ZEMA	Quarterly for project update Annually for review	Monitoring of production and industrial activities that could potentially threaten wildlife and natural resources Enforcement of regulation in the national parks, game management areas and the flood plains. Monitoring the removal of invasive species in parks and GMAs Newsletters Quarterly reports Annual reports
	Lukanga Water Supply and Sanitation Company	Quarterly for project update Annually for review	Water supply and sanitation management, chlorination and treatment of water and sanitation mapping Water Quality monitoring Newsletters Quarterly reports Annual reports

	Southern Water Supply and Sanitation Company	Quarterly for project update Annually for review	Water supply and sanitation management, chlorination and treatment of water and sanitation mapping Water Quality monitoring Newsletters Quarterly reports Annual reports
	Itezhi Tezhi hydro utility	Quarterly for project update Annually for review	Flood regime management, energy provision Newsletters Quarterly reports Annual reports
	Itezhi Tezhi Council	Quarterly for project update Annually for review	Enforcement, regulation. Registration of cooperatives, Link and access to CDF Newsletters quarterly reports Annual reports
	Mumbwa Council	Quarterly for project update Annually for review	Enforcement, regulation. Registration of cooperatives, Link and access to CDF Newsletters quarterly reports Annual reports
	Namwala Council	Quarterly for project update Annually for review	Capacity Building, monitoring and mentoring Newsletters Quartesy reports Annual reports

Communities and Indigenous People	Shakumbila Chiefdom	Bi-annually Quarterly Community meetings	Local community key decision makers on location and intervention priority e.g. where will the dams be, that could participate in Enterprise creation, be project beneficiary , conservation
	Muwezwa Chiefdom		Quarterly meetings
	Hamusonde Chiefdom		annual review and planning meetings
	Choongo Chiefdom		
	Mungaila Chiefdom		
	Mwanachingwala Chiefdom		
	Nalubamba Chiefdom		
	Musungwa Chiefdom		Human wildlife co-existence strategy development
	Shezongo chiefdom		
Community Based Organizations	Community resource boards	Quarterly meetings	Quarterly meetings , annual review and planning meetings
	Community enterprises for value chains		
	Cooperatives		
NGOs	Solidaridad	Bi annual meetings Annual review meetings Mid line project review End line project review Workshops Capacity building trainings	Potential sub grantee/ sub implementing partner and co-financiers for rangeland management Education and sensitization of the community Capacity building and training in various alternatives to livelihoods, improved livestock management, support in rangeland management. Bi-Annual meetings News letters Reports Emails

	Self Help Africa	Capacity building trainings	Potential sub grantee/ sub implementing partner
	Bird Watch Zambia	Data mapping, Capacity building trainings	<p>Co-Financier and co-implementer</p> <p>Development of training manuals with accredited institutions such as TEVETA, development of products such as story maps, destination guides and sightings of rare or elusive species, bird routes. In addition the organization can also provide Links to international partners for knowledge exchange and capacity development in community led ecotourism. Potential countries to learn from are Namibia, Botswana, and Zimbabwe. Bird Watch Zambia also promotes citizen science and data mapping of bird species on the already existing Maps, such as Merlin, E-Bird, and Bird Lasa-developed with the University of Cornell. Specifically for the Nkala GMA, Bird Watch Zambia Could explore potential sites to establish community camping sites and estimate the average costs for development.</p>
	International Crane Foundation	Data mapping, Capacity building trainings	<p>Co-Financier and co-implementer</p> <p>Build capacity in ecological monitoring and database management. In addition, the MOU allows for the following;</p> <p>Development of an ecological monitoring plan</p> <p>Creating and integrated wetland information systems. This can be facilitated in collaboration with Bird watch Zambia, GRI, African Parks, Panthera, TNC, ZEMA, MGEE, Ministry of Tourism, ZAMSTATS and Ministry of lands and natural resources 3.</p>

	TNC		Insurance schemes and protection from loss of property from HWC
	Comaco		Capacity building in alternative livelihoods
	Game Rangers International	Data mapping, Capacity building trainings	<p>Co-Financier and co-implementer</p> <p>Community outreach and education.</p> <p>Sustainable and long term conservation of wild life</p> <p>Digital mapping of wildlife and wild fires in the parks and GMA for long term strategies for protection of natural resources, wildlife and human property</p>
	African parks		<p>Co-Financier and co-implementer</p> <p>Community outreach and education.</p> <p>Sustainable and long term conservation of wild life</p>
Private Sector	Zambeef	<p>Dependent on involvement in project interventions.</p> <p>Possibly bi-annual and annual basis</p>	<p>Co-Financier and co-implementer</p> <p>Bulk consumer of products and by products such as meat, hooves, leather</p> <p>Meetings</p> <p>News letter</p>
Academia	University of Zambia	Bi-Annually Annually	<p>Ecological monitoring and developing a wetland restoration of natural systems.</p> <p>Quarterly, bi-annual and annual meetings</p>
	JCTR		Quarterly, bi-annual and annual meetings

GEF Multilaterals	World Bank	Bi –annual annual	Bi-annual Annual Meetings and reports
	African Development Bank		
	KfW-German Development Bank		

Gender in Stakeholder Engagement

The view of women will be incorporated by having separate meetings outside and after the general community meeting held in the chiefdoms. In addition, women's views will be represented by having representation on the community resource boards as well as in the governance structures of the enterprises that will be developed for each chiefdom. The views of minorities will also follow the socially inclusive approach by having youths, differently abled and the elderly being represented on the relevant boards and community enterprise governance systems. This will further be facilitated by capacity training on the importance and validity of socially inclusive and gender representative boards and committees. The methods of receiving feedback to ensure ongoing communication with stakeholders will include quarterly stakeholder engagement meetings, in addition, assuming a project implementation unit is in place, a quarterly newsletter containing updates on interventions will be circulated. For more information, please see the Project's Gender Action Plan.

Other engagements will include;

- Quarterly meetings to determine progress and strategize on progress will be held
- Annual review workshop will be held to assess the previous quarters, the challenges faced and the potential interventions and actions that can be undertaken to achieve project success
- A midterm project review will be undertaken to assess progress and priorities actions for the work plan post midterm based on achievements so far and available budget.
- Midterm review of the project implementation process inclusive of review of the log frames and development of the workplan from midterm to completion
- End line assessment and caucus/conference to present achievements of the projects
- In addition, capacity trainings will be held for community resource boards, enterprises that are set up in the 7 chiefdoms on various topics including value chain development, market development and marketing of products, book keeping and basic accounting, networking and partner engagement, gender and social inclusion, among others.
- Capacity building for chiefs, chiefs representative and parliamentarians on human wildlife co-existence, policy development for HWC and on by law development for local enterprises, HWC and other economic activities

6. Resources and Responsibilities

WWF-Zambia will work with the MoT through the Project Management Unit (PMU) to undertake bi-annual stakeholder engagement assessments as part of the bi-annual reporting to the WWF US GEF Agency. The WWF GEF Project Agency is responsible for oversight. The lead Executing Agency with the PMU is responsible for executing the Stakeholder Engagement Plan, in partnership with International Crane Foundation, WWF Zambia and other partners. The PMU will be responsible for budget tracking, workplan progress tracking and for engagement of any new relevant stakeholders that may come in to work in the landscape or in the governance arrangements. The budget for stakeholder engagement shall lie with the project implementation unit and shall be monitored by WWF-Zambia. The lead executing agency (MGEE) will ensure overall compliance with the WWF Standard on Stakeholder Engagement.

7. Grievances Mechanism

A grievance is a concern or complaint raised by an individual or group negatively affected by project activities. A Grievance is not: (a) A question or suggestion for the project; or (b) An appeal or request for assistance. Structured grievance redressal mechanism is helpful in addressing project stakeholder misunderstandings and potential conflicts in a meaningful and effective manner. Such a system will ensure that redressal sought meets standards of natural justice, fairness, and is within the given framework of existing rules and regulations. A robust mechanism to review grievances and their prompt redressal will go a long way in building confidence of all project stakeholders. WWF recognises that each complaint is an opportunity to better connect with the stakeholders by improving project features and delivery.

Both concerns and complaints can result from either real or perceived impacts of the project's operations and may be filed in the same manner and handled with the same procedure outlined in the GRM. Therefore, an effective and independent Grievance Redress Mechanism that collects and responds to stakeholders' inquiries, suggestions, concerns, and complaints is necessary to the project. The KaF-Adapt/Wild projects may have a direct and indirect effect on a large number of communities and stakeholders living within or outside the project implementation areas.

The Objectives of the grievance redress mechanism are:

1. To provide stakeholders with a clear process for providing comment and raising grievances.
2. To allow stakeholders the opportunity to raise comments or concerns anonymously through accessible channels.
3. To structure and manage the handling of comments, responses and grievances, and allow monitoring of effectiveness of the mechanism; and
4. To ensure that comments, responses and grievances are handled in a fair and transparent manner.

The Project Management Unit will establish specific roles and responsibilities related to the process below at the project inception workshop for resolving any and all grievances related to the project, which will require approval from the WWF US GEF Agency. All grievances will be reviewed and responded to in writing within 7 working days of receipt.

Project-Level Grievance Mechanism

The GRM shall constitute an integral part of the project and assist the PMU in identifying and addressing the needs of local communities. Both complaints and responses shall be recorded in the Grievance Register for monitoring. If the claimant is not satisfied with the response, the grievance may be appealed in writing to the focal point at MGEE or to the WWF US GEF Agency, or the GEF Secretariat.

The GRM should be constituted as a permanent and accessible institutional arrangement for addressing any grievances arising from the implementation of project activities. It is in the interest of all stakeholders that grievances or conflicts that are related to the project activities are appropriately resolved at the lowest level possible, to ensure timely and appropriate resolution of the grievance. However, it is always possible to submit a grievance directly to higher authorities or the initiation of court procedures if the affected party believes it is in their best interest.

This will include seven steps described below and demonstrate a typical grievance redress mechanism.

The GRM shall operate based on the following principles:

1. **Fairness:** Grievances are assessed impartially and handled transparently.
2. **Objective and independence:** The GRM operates independently of all interested parties in order to guarantee fair, objective, and impartial treatment to each case.
3. **Simplicity and accessibility:** Procedures to file grievances and seek action are simple enough that project beneficiaries can easily understand them.
4. **Responsiveness and efficiency:** The GRM is designed to be responsive to the needs of all complainants. Accordingly, officials handling grievances must be trained to take effective action upon, and respond quickly to, grievances and suggestions.
5. **Speed and proportionality:** All grievances, simple or complex, are addressed and resolved as quickly as possible. The action on the grievances or suggestion is swift, decisive, and constructive.
6. **Participation and inclusiveness:** A wide range of affected people – particularly communities and vulnerable groups – are encouraged to bring grievances and comments to the attention of the project implementers. Special attention is given to ensure that poor people and marginalised groups, including those with special needs, are able to access the GRM.
7. **Accountability and closing the feedback loop:** All grievances are recorded and monitored, and no grievance remains unresolved. Complainants are always notified and get explanations regarding the results of their complaint. An appeal option shall always be available.

Complaints may include, but not be limited to, the following issues:

1. Allegations of fraud, malpractices or corruption by staff or other stakeholders as part of any project or activity financed or implemented by KaF-Adapt.
2. Environmental and/or social damage/harm caused by projects financed or implemented (including those in progress) by KaF-Adapt.
3. Complaints and grievances by permanent or temporary workers engaged in project activities.

Complaints could relate to resource efficiency; negative impacts on public health, environment or culture; destruction of natural habitats; disproportionate impact on marginalised and vulnerable groups; discrimination or harassment; violation of applicable laws and regulations; destruction of physical and cultural heritage; or any other issues which adversely impact communities or individuals in project areas. The grievance redress mechanism will be implemented in a culturally sensitive manner and facilitate access for vulnerable populations.

GRM Procedures

The KaF-Adapt project will be administered by the PMU. The Safeguards & Gender Officer will be in charge of the operation of the GRM at the PMU and will be responsible for collecting and processing grievances that relate to activities in the landscape. The GRM will operate according to the following procedures.

1. Submitting complaints: Project Affected People or interested stakeholders can submit grievances or complaints directly to the PMU through a variety of communication channels, such as phone, regular mail, text messaging/SMS, or in-person, or by visiting the local PMU offices. It is important to separate channels for complaint submissions in order to ensure that project affected people have sufficient opportunities to lodge their complaints to impartial and neutral authorities.
2. Processing complaints: All grievances submitted to the PMU shall be registered and considered. A tracking registration number should be provided to all complainants. To facilitate investigation, complaints will be categorized into four types: (a) complaints relating to non-performance of KaF-Adapt obligations and safeguards-related complaints; (b) complaints referring to violation of law and/or corruption while implementing project activities; (c) complaints against authorities, officials or community members involved in the KaF-Adapt project management; and (d) any complaints/issues not falling in the above categories.
3. Acknowledging the receipt of complaints: Once a grievance is submitted, the Safeguards & Gender Officer at the PMU shall acknowledge its receipt, brief the complainant on the grievance resolution process, provide the contact details of the person in charge of handling the grievance, and provide a registration number that would enable the complainant to track the status of the complaint.
4. Investigating complaints: The Safeguards & Gender Officer at the PMU will gather relevant information, conduct field visits as necessary, and communicate with all relevant stakeholders as part of the complaint investigation process. For instance, complaints on land issues and local issues would be directed for investigation at the level of Village Headman, except in cases where they cannot be impartial, such as if they or any relatives are named in the grievance. The PMU dealing with the investigation shall ensure that the investigators are neutral and do not have any stake in the outcome of the investigation. A written response to all grievances will be provided to the complainant within 10 working days. If further investigation is required, the complainant will be informed accordingly, and a final response will be provided after an additional period of 10 working days. Grievance that cannot be resolved by grievance receiving authorities/office at their level should be referred to a higher level for verification and further investigation.
5. If the grievance is in any way related to the behaviour or actions of the Safeguards & Gender Officer, it may be submitted directly to the Project Manager, another member of the PMU, or it may be submitted directly to the WWF GEF Agency or GEF Secretariat.
6. Appeal: In the event that the parties are unsatisfied with the response provided by the GRM, he/she/they will be able to submit an appeal to the MGEE within 10 days from the date of submission.
7. Monitoring and evaluation: The Safeguards & Gender Officer will contribute to the semi-annual reports with full information on the grievances received and their investigation status which the Project Manager shall submit to the WWF GEF Agency and the PSC as part of the regular project progress reporting.

Information about channels available for grievance redress shall be widely communicated in all projects affected communities and with all relevant stakeholders. The contact details (name, phone number, mail and email address, etc.) of the Safeguards & Gender Officer in the KaF-Adapt PMU should be disseminated as part of all public hearings and consultations, in the local media, in all public areas in affected communities, or project activity area sites.

The GRM seeks to complement, rather than substitute, the judicial system and other dispute resolution mechanisms. All complainants may therefore file their grievance in local courts or approach mediators or arbitrators, in accordance with the legislation of Zambia. In addition to the project specific GRM, a complainant can submit a grievance to the WWF GEF Agency or to the GEF Secretariat.

WWF GEF Agency Grievance Mechanism

Project-affected communities and other interested stakeholders may raise a grievance at any time to the WWF GEF Agency. Contact information of the WWF GEF Agency will be made publicly available.

A grievance can be filed with the Project Complaints Officer (PCO), a WWF staff member fully independent from the WWF GEF Agency, who is responsible for the WWF Accountability and Grievance Mechanism and who can be reached at: Email: SafeguardsComplaint@wwfus.org.

Mailing address:

Project Complaints Officer Safeguards Complaints,
World Wildlife Fund
1250 24th Street NW
Washington, DC 20037

Complaints may be submitted in the Affected Party's native language and should include the following information:

- Complainant's name and contact information;
- If not filed directly by the complainant, proof that those representing the affected people have authority to do so;
- The specific project or program of concern;
- The harm that is or may be resulting from the project;
- The relevant Environmental and Social Safeguards policy or provision (if known);
- Any other relevant information or documents;
- Any actions taken so far to resolve the problem, including contacting WWF;
- Proposed solutions; and
- Whether confidentiality is requested (stating reasons).

The PCO will respond within 10 business days of receipt, and claims will be filed and included in project monitoring.

Stakeholders may also submit a complaint online or over the phone through an independent third-party platform at <https://secure.ethicspoint.com/domain/media/en/gui/59041/index.html> or <https://report.whistleb.com/en/wwf>.

To submit directly to the GEF Secretariat, a grievant should use the following contact information:

Mr. Peter Lallas
GEF Conflict Resolution Commissioner
E-mail: plallas@thegef.org

Mailing Address:

Mr. Peter Lallas
Global Environment Facility
The World Bank Group, MSN N8-800
1818 H Street, NW
Washington, DC 20433-002

Grievance Redress and Record Keeping

In order to ensure that each grievance is traceable and addressed in a quickest possible time, the Project Management Unit shall establish a grievance uptake record-keeping procedure, with the following items recorded:

- i. Individual reference number
- ii. Name of the person submitting the complaint, question, or other feedback, address and/or contact information (unless the complaint has been submitted anonymously)
- iii. Details of the complaint or concern
- iv. Date that the complaint or concern was raised
- v. Name of person assigned to deal with the complaint (acknowledge to the complainant, investigate, propose resolutions, etc.)
- vi. Details of proposed resolution, including person(s) who will be responsible for authorizing and implementing any corrective actions that are part of the proposed resolution
- vii. Date when proposed resolution was communicated to the complainant (unless anonymous)
- viii. Date when the complainant acknowledged, in writing if possible, being informed of the proposed resolution
- ix. Details of whether the complainant was satisfied with the resolution, and whether the complaint can be closed out

8. Monitoring and reporting

A Project Management Unit will be established to ensure that the project activities for both the Kaf-Adapt and the Kaf-Wild projects are implemented in a timely and budget appropriate manner. In addition this unit will be responsible for ensuring that the tracking and documentation of milestones and indicators will be undertaken. This will be done through the Stakeholder Engagement Plan. To actualize stakeholder engagement, the PMU, and specifically the Safeguards and Gender Officer, will coordinate with partners under specific thematic and/ or component areas to ensure that effective stakeholder engagement is taking

place and all partners and sub-grantees are upholding good practice and complying with donor requirements. The PMU will report to the National Steering Committee (NSC) that comprises MGEE, Ministry of Tourism and DNPW, WWF-US GEF Agency, WWF-Zambia and ICF which will meet once per year for the duration of the project.

The following comprises the monitoring and reporting activities to be undertaken with respect to stakeholder engagement **by the PMU**:

- The SEP will be periodically reviewed, updated and validated early in the project implementation and as necessary at an annual Reflection Workshop. The review will ensure that the list of project stakeholders and methods of engagement remain appropriate.
- Activities related to stakeholder engagement will be documented and reported by the PMU every 6 months in a Project Progress Report (as part of regular reporting). The project Results Framework and Annual Work Plan and Budget will track sex-disaggregated beneficiaries of the project and activities related to the Stakeholder Engagement Plan.
- Stakeholder Engagement activities and progress will be monitored through the following indicators:
 - GEF Core Indicator 11: Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment
 - Indicator SEP 1: Number of government agencies, civil society organizations, private sector, indigenous peoples and other stakeholder groups that have been involved in the project implementation phase on an annual basis
 - Indicator SEP 2: Number persons (sex disaggregated) that have been involved in project implementation phase (on an annual basis)
 - Indicator SEP 3: Number of engagements (e.g. meeting, workshops, consultations) with stakeholders during the project implementation phase (on an annual basis)

Stakeholder Engagement will be evaluated by **independent consultants** recruited for the project midterm and terminal evaluation.

The **WWF GEF Agency** will undertake annual supervision missions to ensure compliance, and report on progress against the Stakeholder Engagement Plan annually to the GEF through Project Implementation Reports.

Appendix 1: Stakeholder Analysis

Stakeholder Type	Stakeholder Name	Interest/Involvement in the Project	Project Effect on Stakeholder / Stakeholder Influence on the Project
Government of the Republic of Zambia	Ministry of Green Economy and Environment	Coordination of climate interventions Lead Executing Agency	Better coordination of climate interventions in the Kafue Flats
	Ministry of Tourism/DNPW	Management of the Parks Coordination of partners in the GMA Concession signing and enterprise development Reduction of Human Wildlife conflict Reduction of poaching	Resource mobilization for parks and GMA management, with WWF and ICF Better infrastructure for wildlife police and community scouts deployment stations Better equipment for park and wildlife monitoring
	Ministry of Water Development and Sanitation	Coordinated response to water access and provision	Increased coverage and access to water in the communities in the Kafue Flats
	Ministry of Fisheries and Livestock	Reduced zoonotic spillover Veterinary support to cattle owners	Better coordination Increase access to inputs and resources for better implementation of the one health approach
Communities and Indigenous	Shakumbila Muwezwa	Allocation of land to households and businesses	Management of water points

People /Chiefdoms	Hamusonde	Improved livestock and rangeland management.	Reduction of livestock in the Blue Lagoon National Park and the GMA
	Nalubamba		Rangeland management
	Choongo		
	Mungaila		
	Mwanachingwala	Improved water security for communities, livestock and wildlife.	
		Reduced zoonotic spillover	
	Musungwa	Improvement in human wildlife co-existence	Established CRB that can operate nature based enterprises
Community Based Organizations	Shezongo	Development of a strategy2	
	Community Resource Boards –Lochinvar, Blue Lagoon, Shezongo and Musungwa	Nature-based enterprise development	Community participation in CRB and nature based enterprises
		Reduction of human wildlife conflict	Allocation of CDF to projects under CRB
	Milk Cooperatives	Capacity building for improved livelihoods	Value chain development for milk
	Livestock Cooperatives		Value chain development for livestock products other than milk
	Community enterprises for nature based products e.g. dried fruit, dried fish, products from invasive	Livelihood development	Contribution to achieving economic viability of the area- Economic zone

	species such as baskets, boards , fertilizer and biochar		
NGOs	ICF	Capacity building in ecological monitoring Integrated wetland information system Development of a shared vision of the Kafue Flats Protection of endangered and endemic bird and wildlife species	Resource mobilization Strategy development Capacity building
	Bird Watch Zambia	Bird migratory and breeding pattern monitoring Database management Development of training material for training scouts on bird watching and identification	Capacity building data management
	Solidaridad	Rangeland management and pasture restoration Alternative livelihoods and enterprise establishment	Capacity building and co-financing
	Self Help Africa	Alternative livelihoods and enterprise establishment	
	TNC	Support to government managing the GMAs of Kafue National Park	Coordination with Government and insurance companies

		Insurance policies	
	Comaco	Alternative livelihood development	Co-financier of inputs to alternative livelihoods
	GIZ	Wetland restoration and climate adaptation	Resource pooling
Private Sector	Zambeef	Wetland protection	Private sector mobilization through KfJAG
	Zambia Sugar	Value chain strengthening and creation	Financial resource pooling
	Coca Cola Foundation	Increased livelihoods	

Appendix 2: Systematic Documentation of Stakeholder Consultations

Date	Description of Consultation	Venue	Objective of the Consultation	Summary of Meeting Outcomes	Participants
	Inception workshop	Intercontinental Lusaka	To engage the stakeholders from Government, NGO's on the 2 projects that would be developed for financing under the 8 th cycle of the GEF	Project objectives and proposed workplan were presented to the stakeholders	MGEE, Ministry of tourism, WWF-Zambia Country Director, WWF –Zambia team, Comaco, TNC, Lead consultants, 4 consultants
	Field mission #1 Community Consultations	Community halls of the 7 chiefdoms- Shakumbila, Muwezwa, Hamusonde, Nalubamba, Choongo, Mungaila and Mwanachingwala	To present the project objectives to potential beneficiaries To meet Government and district officials to present project objectives and reflect on the proposed interventions To acquaint consultants with the landscape for implementation	Interventions developed on water scarcity , rangeland management, wildlife conservation	Lead and 4 consultants. ICF staff WWF-Zambia staff NGO's –Self Help Africa and Solidaridad
	Technical Validation workshop	Intercontinental Lusaka	To review the findings from field mission	Feedback on proposed interventions and	MGEE, DNPW, WWF-Zambia, ICF, Lead

			To review proposed project interventions To review stakeholders identified at the inception workshop and in the field	development of draft log frames Feedback on stakeholder list	consultant and 4 consultants African Parks
	Field mission #2 ; Community Consultations	Nkala GMA, Itezhi Tezhi	To have an understanding of the Nkala GMA, understand Human wildlife conflict in the area and to meet the community resource boards in the community	Understanding of the landscape Scoping of partners working on human wildlife conflict Understanding of community mechanisms, CRBs and chief affairs	MGEE, DNPW, WWF-Zambia staff, ICF Staff Gender and Stakeholder consultant
	Meeting with Solidaridad	Online	To understand work being implemented on rangeland management, enterprise development and plans for 2025. To scope interest in collaboration and co-financing interventions	Interested in potentially being a sub-grantee and co-financier	MGEE, DNPW, WWF-Zambia staff, ICF Staff Gender and Stakeholder consultant
	Birdwatch Zambia	Online		Interested in potentially being a sub-grantee	WWF-Zambia staff, ICF Staff, Lead consultants, Gender, Value Chains and Livelihoods and Safeguards Consultants

	Meeting with Self Help Africa	Kabulonga, Lusaka		Interested in potentially being a sub-grantee	WWF-Zambia staff, ICF Staff, Lead consultants, Stakeholder, Gender, Value Chains and Livelihoods and Safeguards Consultants
	Meeting with TNC	Longacres, Lusaka	To understand the complementary work being undertaken in the GMA and eastern part.	Working on insurance for Human wildlife conflict in GMA and chiefdoms	WWF-Zambia staff, ICF Staff, Lead consultant, Stakeholder and Safeguards Consultants
	Meeting with Ministry of Livestock and Fisheries	Ridgeway Lusaka	To understand livestock disease management and operationalization of the declaration of southern province as an economic zone	Concluded were interested in interventions on preventions of zoonotic spillover Interested in water security for livestock and wildlife in the flood plains and the uplands	WWF-Zambia staff, ICF Staff, Stakeholder Consultants
	Meeting with Department of Veterinary services	Rhodespark, Lusaka		Concluded were interested in interventions on preventions of zoonotic spillover Interested in water security for livestock and wildlife in the flood plains and the uplands	Value chains and livelihood consultant Stakeholder engagement consultant
	Ministry of Water Development and Sanitation	Longacres	To understand the water projects being planned for southern province as	The water points planned by the Ministry would be shared in a map and report to ensure	Stakeholder engagement Gender, value chains and livelihoods

			part of the drought response	that there is no duplication in implementation	
	Meeting with GIZ Aware 2.0	Online	To understand interventions on water security , water harvesting and climate adaptation	Maintain close communication and collaboration on interventions that could compliment	WWF-Zambia staff, ICF Staff, Lead consultants, Gender, Value Chains and Livelihoods and Safeguards Consultants