



MINISTRY OF ECONOMIC DEVELOPMENT  
REPUBLIC OF MALDIVES

# **STAKEHOLDER ENGAGEMENT PLAN**

12 May 2020

Maldives: COVID-19 Emergency Income Support Project

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## 1. Introduction

An outbreak of the coronavirus disease (COVID-19) caused by the 2019 novel coronavirus (SARS-CoV-2) has been spreading rapidly across the world since December 2019, following the diagnosis of the initial cases in Wuhan, Hubei Province, China. Since the beginning of March 2020, the number of cases outside China has increased thirteen fold and the number of affected countries has tripled. COVID-19 has already caused significant public health and economic impacts, both globally and in the South Asia Region.

According to the Spring 2020 South Asia Economic Focus, Maldives is likely to be the hardest-hit country in the South Asia region as a result of its heavy dependence on the tourism sector for employment and foreign exchange income. The projected growth rate is -14 to -18.5 percent in the fiscal year ending December 2020 (South Asia Economic Focus, Spring 2020). The Government of Maldives (GoM) has announced several support packages for the private sector—the Ministry of Economic Development (MoED) and Ministry of Finance (MoF) are currently facilitating an Economic Relief Program (ERP) for businesses. Businesses with an annual revenue above MVR 10 million are expected to apply for relief packages through the Bank of Maldives (BML), while those with less than MVR 10 million will have to apply through Small and Medium Enterprise Development Finance Corporation (SDFC) for relief packages. Under this program, SDFC has approved MVR 400 million (\$26 million) for disbursement over the next six months to SMEs and self-employed workers. Further, the Ministry of Economic Development through its *Jobcenter*<sup>1</sup> (<https://jobcenter.mv/>) is facilitating citizens facing hardships due to this crisis to report their cases to the GoM.

Despite these support packages for the private sector to incentivize firms to retain their workers, many firms have begun laying off their casual staff and asking contract staff to take leave without pay or significant temporary pay cuts. Informal sector workers have also suffered sharp falls in their income – either because they depend directly on the tourism sector, or because demand has dried up as a result of social distancing measures. As of today, Jobcenter has received more than 1,300 applications from workers whose employment has been affected. This figure is expected to increase, as MoED is increasing its exposure drive to reach all those affected by the crisis and help them survive through these difficult times. Thus, Maldives is in urgent need of assistance to mitigate the impacts of the COVID-19 pandemic. Despite efforts to protect jobs through industry support packages, the GoM expects 15,000-20,000 people to lose their jobs in the coming months. Without GoM assistance, many Maldivians would fall into poverty, threatening human capital and social stability.

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<sup>1</sup> The *Jobcenter* was recently set up to improve matching between employers and jobseekers. Run by the Ministry of Economic Development (MoED), the Jobcenter (<https://jobcenter.mv>) publishes job advertisements and general information about participating employers. The online platform enables registered job seekers to be notified through SMS and e-mail whenever a new job offering appropriate to their skills and experience is posted. Since the start of the crisis, the MoED has used the Jobcenter to register terminated and furloughed workers, and receive complaints about contract violations and unfair dismissal, which are investigated by the Labor Relations Authority (an independent body that enforces the Employment Act in Maldives).

## 2. Project Description and Components

The Project Development Objective (PDO) is to mitigate the economic impact of the COVID-19 crisis on workers and their families, and to increase the capacity of social protection programs to respond to future emergencies. The project would achieve the PDO by (i) providing emergency cash transfers to individuals who have lost their jobs or income sources as a result of the COVID-19 pandemic, to help them survive and protect their and their families' human capital; and (ii) building the capacity of National Social Protection Agency (NSPA) and its delivery systems to ensure that the GoM can respond with assistance more quickly in future emergencies.

The proposed financing amount for the project is USD 12.8 million equivalent from the World Bank's COVID-19 Fast-Track Facility through the IDA's Crisis Response Window. The three project components are:

### **Component 1. Emergency income support for those affected by the COVID-19 pandemic (\$12 million)**

This component would finance temporary income support upto 20,000 individuals for a period of 3 months. The support will be a top-up of any existing income to a maximum of MVR 5,000 per month. This assistance would be offered to anyone applying through the Jobcenter (online or in person at local island council offices) and demonstrating that either they have lost a job since the onset of the crisis or are suffering a total loss of income as a result of the crisis. Documentation to substantiate eligibility would be required as part of the application. Anyone requiring assistance preparing the application or opening a bank account will be provided with support by NSPA through their partners in the local island councils. Applications will be reviewed individually by the MoED team, following clear criteria, and the final list of beneficiaries will be sent to NSPA for payment. Beneficiary data will be collected and stored electronically in NSPA's Social Protection Information System (SPIS) to facilitate follow-up and future support. A program of media outreach would be implemented to inform the public of the program and eligibility conditions, and a hotline will be provided to assist people with applications, receive complaints, etc.

### **Component 2. Strengthening social protection delivery systems and institutions (\$0.8 million)**

This sub-component will equip the social protection system to better respond to future crises and disasters. The following activities will be conducted to achieve these goals:

*Strengthening NSPA's Delivery and Targeting Systems:* Expanding and improving the SPIS run by NSPA, including development of an online and mobile application portal, online and mobile complaint submission, and linkages to island council offices to facilitate regular updates of data on beneficiaries. A review of programs and eligibility criteria will also be conducted, moving to consolidate antipoverty programs and facilitate replacement of existing energy and food subsidies with targeted cash transfers. The project will also finance testing and rollout of the new systems in major population centers in each atoll.

*Developing a Fiscally Sustainable Unemployment Insurance Program:* Under this subcomponent, the GoM will design and implement a fiscally sustainable unemployment insurance program which is financed in part through employer/employee contributions and covers both formal and informal sector workers. An international consultant will be hired to advise the GoM on design and rollout of the program, drawing on international best practice.

*Reforming Pension Programs.* This subcomponent will develop a plan to improve the fiscal sustainability, coverage and benefits of the Maldives Retirement Pension Scheme (MRPS) and address other issues impeding the effectiveness, fiscal sustainability and coverage of retirement pension programs in the Maldives. A consultant will be hired to review the MRPS and recommend changes to legislation and implementation arrangements that will improve benefit adequacy and reduce the long-run fiscal burden of the programs.

*Developing a National Social Protection Framework.* This activity will support the development of a comprehensive social protection framework in Maldives. The process will include a gender gap analysis to ensure that adequate actions are taken to strengthen gender-sensitive programming. This work will be led by the MoED in close collaboration with the MoF and key social protection agencies (Ministry of Gender, Family and Social Services, NSPA and MPAO) and consultation with a broad range of GoM and non-government stakeholders, community members and sector specialists.

*Project Management and Monitoring.* This will finance incremental operating costs, project implementation staff and consultants, monitoring and evaluation, communication and relevant training.

### **Component 3. Contingent Emergency Response Component (CERC) (US\$0 million).**

In the event of an Eligible Crisis or Emergency, the project will contribute to providing immediate and effective response to said crisis or emergency. The allocation to this component is to minimize time spent on a reallocation of funds from programmed activities. The unused amount can be reallocated to other components if the CERC component is not triggered a year prior to project closing.

## **3. Objectives of the Stakeholder Engagement Plan**

The Project is being prepared under the World Bank’s Environment and Social Framework (ESF) and as per the Environmental and Social Standard ESS 10 on “Stakeholder Engagement and Information Disclosure”, the implementing agencies are required to provide stakeholders with timely, relevant, understandable and accessible information and consult with them in an appropriate manner, which is free of manipulation, interference, coercion, discrimination and intimidation. Accordingly, the overall objective of this Stakeholder Engagement Plan (SEP) is to define a program for stakeholder engagement, including public information disclosure and consultation, throughout the entire project cycle.

The SEP outlines the ways in which the PMU will communicate with stakeholders and include a mechanism by which people can raise concerns, provide feedback, or make complaints about the project and any activities related to the project. The involvement of the local population is essential to the success of the project in order to ensure smooth collaboration between project staff and local communities and to minimize and mitigate environmental and social risks related to the proposed project activities. In the context of infectious diseases, broad, culturally appropriate, and adapted awareness raising activities are particularly important to properly sensitize the communities to the risks related to infectious diseases.

## **4. Stakeholder Identification and Analysis**

Project stakeholders are defined as individuals, groups or other entities who:

- i. are impacted or likely to be impacted directly or indirectly, positively or adversely, by the Project (also known as ‘affected parties’); and
- ii. may have an interest in the Project (‘interested parties’). They include individuals or groups whose interests may be affected by the Project and who have the potential to influence the Project outcomes in any way.

Cooperation and negotiation with the stakeholders throughout the Project development often also require the identification of persons within the groups who act as legitimate representatives of their respective stakeholder group, i.e. the individuals who have been entrusted by their fellow group members with advocating the groups’ interests in the process of engagement with the Project. Community representatives may provide helpful insight into the local settings and act as main conduits for dissemination of the Project-related information and as a primary communication/liaison link between the Project and targeted communities and their established networks. Verification of stakeholder representatives (i.e. the process of confirming that they are legitimate and genuine advocates of the community they represent) remains an important task in establishing contact with the community stakeholders. Depending on the different needs of the identified stakeholders, the legitimacy of the community representatives can be verified by checking with a random sample of community members using techniques that would be appropriate and effective considering the need to also prevent coronavirus transmission.

#### **a) Methodology**

In order to meet best practice approaches, the Project will apply the following principles for stakeholder engagement:

- Openness and life-cycle approach: public consultations for the project(s) will be arranged during the whole life-cycle, carried out in an open manner, free of external manipulation, interference, coercion or intimidation;
- Informed participation and feedback: information will be provided to and widely distributed among all stakeholders in an appropriate format; opportunities will be provided for communicating stakeholders’ feedback, for analyzing and addressing comments and concerns;
- Inclusiveness and sensitivity: stakeholder identification will be undertaken to support better communications and build effective relationships. The participation process for the projects is inclusive. All stakeholders at all times are encouraged to be involved in the consultation process. Equal access to information is provided to all stakeholders. Sensitivity to stakeholders’ needs is the key principle underlying the selection of engagement methods. Special attention is given to vulnerable groups, in particular women, youth, elderly and the cultural sensitivities of diverse population groups.

For the purposes of effective and tailored engagement, stakeholders of the proposed project(s) can be divided into the following core categories:

**Affected Parties** – persons, groups and other entities within the Project Area of Influence (PAI) that are directly influenced (actually or potentially) by the project and/or have been identified as most susceptible to change associated with the project, and who need to be closely engaged in identifying impacts and their significance, as well as in decision-making on mitigation and management measures;

**Other Interested Parties** – individuals/groups/entities that may not experience direct impacts from the Project but who consider or perceive their interests as being affected by the project and/or who could affect the project and the process of its implementation in some way; and

**Vulnerable Groups** – persons who may be disproportionately impacted or further disadvantaged by the project(s) as compared with any other groups due to their vulnerable status<sup>2</sup>, and that may require special engagement efforts to ensure their equal representation in the consultation and decision-making process associated with the project.

### **b) Identified Stakeholders and Affected Parties**

Within the context of the project, the Key Affected Parties for the project are the beneficiaries of the cash transfer, and other affected parties being individuals and groups that will benefit from the policy and institutional reform under Component 2:

#### Key Affected Parties

- Workers who have been dismissed due to COVID-19 pandemic
- Workers who have been suspended due to COVID-19 pandemic
- Workers who have been given no pay leave due to COVID-19 pandemic
- Workers with salary deductions
- Self-employed workers
- Small and Medium Enterprises

#### Other Affected Parties

- Real estate
- Banks (Bank of Maldives)
- Major industries; tourism and construction
- Program Implementation Unit of National Social Protection Agency (NSPA), Maldives, Pension Administration Office (MPAO) and other agencies who will benefit/ be affected by policies developed under Component 2

### **c) Other interested parties**

Other parties interested in the Project are identified as individuals, groups, or organizations who may not be directly affected by the Project but who can help play a role in identifying potential risks, impacts, and opportunities for the Borrower to consider and address in the assessment process and throughout project preparation. The following Other Interested Parties (OIPs) have been identified as stakeholders of the Project:

- The public at large
- Other Government entities that are providing support to COVID-19 response (e.g., Ministry of Health)

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<sup>2</sup> Vulnerable status may stem from an individual's or group's race, national, ethnic or social origin, color, gender, language, religion, political or other opinion, property, age, culture, literacy, sickness, physical or mental disability, poverty or economic disadvantage, and dependence on unique natural resources.

- Public Health care workers and police officers
- Community based organizations, national civil society groups, and NGOs
- Regulatory agencies (e.g., Environmental Protection Authority, Labor Relations Authority)
- Mass Media and other interest groups, including social media & the Government Information Department)
- National and international NGOs, Diplomatic missions, bi-lateral and multilateral agencies (especially UNICEF, WHO etc.)
- Other Banks and Private sector

#### **d) Disadvantaged/Vulnerable Individuals or Groups**

While the project’s objective is to target Maldivians that are most vulnerable to the economic effects of COVID 19, it is important to ensure that project benefits are fully understood and accessed by disadvantaged or vulnerable individuals and groups, who often do not have a voice to express their concerns or understand the benefits. Awareness raising and stakeholder engagement should take into account such groups and individuals with particular concerns and cultural sensitivities and ensure their full understanding of project activities and benefits. The vulnerability may stem from a person's origin, gender, age, health condition, economic deficiency and financial insecurity, and disadvantaged status in the community. Engagement with the vulnerable groups and individuals often requires the application of specific measures and assistance aimed at the facilitation of their participation in the project-related decision-making process so that their awareness of and input to the overall process are commensurate to those of the other stakeholders.

Within the Project, the vulnerable or disadvantaged groups may include and are not limited to the following:

- Groups with accessibility challenges, which include;
  - ✓ Lack of accessibility to communication and enrollment (i.e. illiterate beneficiaries)
  - ✓ Lack of accessibility to online enrollment forms through the job center (i.e. beneficiaries who do not have access to internet, do not own smartphones or the required devices to access *job center*, lack the required technical skills to fill online forms)
  - ✓ Lack of physical accessibility to island councils to get assistance to prepare applications, open grant account and apply through job center. This includes people with disability or chronic diseases, geographical distance from the closest island council office.
- Excluded potential beneficiaries due to targeting exclusion errors; exclusion errors are always present in social assistance programming as there is not a perfect “targeting formula” so exclusion errors are expected.
- Individuals/groups not eligible for the income support even though they are experiencing hardships (e.g., unemployed, foreign workers, home based workers and domestic workers, etc)

Additionally, under Component 2, the impacts of activities to enhance the national social protection system in the Maldives, such as the NPSA’s delivery and targeting systems, the unemployment insurance program, pension program and the national social protection framework, may disproportionately fall on disadvantaged or vulnerable individuals or groups. However, the needs and concerns of these groups may

not be reflected in these initiatives as these groups do not have a voice to express their concerns or understand the impacts of a project.

## **5. Stakeholder Engagement Program**

### **a) Summary of stakeholder engagement done during project preparation**

Given the emergency nature of this operation and the transmission dynamics of COVID-19, consultations during the project preparation phase were limited to technical discussions with the President's Office including the economic line ministries; MoF, MoED, Ministry of Tourism, Ministry of Fisheries, Agriculture and Marine Resources, NSPA, MPAO, United Nations Development Programme (UNDP), relevant SOEs, associated banks and private sector. NPSA will continue to coordinate with other Government agencies, NGOs, private sector, multilateral agencies, etc., as laid out in the SEP to receive additional feedback from stakeholders and use it to refine the approach, procedure and implementation arrangements for both the income support as well as the system strengthening components of the Project. Specifically, consultations with representatives from: (i) potential project beneficiaries; (ii) vulnerable groups; (iii) island councils; and (iv) private sector, especially employers, will be carried out prior to project effectiveness (tentatively, 15 June 2020). Issues raised/discussed during the consultations, will be used to update the SEP, if required.

This SEP along with the ESMF and the LMP prepared under the Project was disclosed on 17th May 2020 for virtual consultation and feedback. The SEP will be continuously updated throughout the project implementation period, as required, and the project includes resources to implement the actions included in the Plan.

### **b) Summary of project stakeholder needs and methods, tools and techniques for stakeholder engagement**

Strong citizen and community engagement are preconditions for the effectiveness of the project. Accordingly, different tools, techniques and methods will be used for engagement to cover different needs of the stakeholders. Given the nature of the project, the strategy for stakeholder engagement is heavily focused on on-going information disclosure and dissemination that is efficient, transparent, and addresses the needs of different stakeholders. The design and means of stakeholder engagement will be adapted to the current social distancing requirements of the GoM that are now in effect and based heavily on electronic and virtual modalities. The implementing entity, PMU will work on ensuring that virtually disseminated information is in line with the standards of information sharing that was implemented pre-COVID 19.

### **c) Communication Channel and Engagement Mechanism**

Communication Channels and engagement mechanisms will include the following:

- **Inter-governmental/Project staff engagement mechanisms**

Telecommunication through phone calls, text messaging and emails is widely used and teams working on the emergency response have adapted their working schedules to the needs of the project design work.

- **Engagement with donors and development partners**

Virtual communication will be used for project coordination between the GoM and DPs (e.g. virtual meeting platforms, emails and phone calls)

- **Communication channels with the public**

The Government is using mass media (TV, radio and electronic newspapers) as the main communication channel with the public. A daily press conference is conducted usually twice, to communicate updates regarding the COVID-19 situation, including support programs to mitigate the impact of the crisis. Website and Social Media platforms are also used to publish updates and awareness messages. Online websites/Social Media platforms contain but are not limited to:

- ✓ <https://covid19.health.gov.mv/en/>
- ✓ Hotline: 1676 (available 24/7)
- ✓ Maldivian Red Crescent hotline for psychosocial support: 1425 (8pm-12am).
- ✓ <http://www.trade.gov.mv>
- ✓ MoED twitter handle: @MoEDmv
- ✓ MoED facebook handle: Ministry of Economic Development
- ✓ <https://jobcenter.mv>
- ✓ <http://www.nspa.gov.mv/v2/>

- **Communication methods with project beneficiaries**

Enrolment information sessions for project beneficiaries are conducted virtually, through a third-party call center and an online interactive platform. WhatsApp will be used to share IEC materials and videos, by NPSA and Payment Service Providers. Local languages will be used in all communications for better understanding by the wider community.

#### **d) Proposed strategy for stakeholder engagement**

The project will utilize various methods for engaging with stakeholders in a manner that meets current GoM policies and guidelines for social distancing. Stakeholders will be kept informed as the project develops, including reporting on project environmental and social performance and implementation of the Stakeholder Engagement Plan and the grievance mechanism.

<b>Stakeholder group</b>	<b>Key topics of consultation</b>	<b>Methods and channels</b>	<b>Timing</b>
Beneficiaries receiving cash assistance	<ul style="list-style-type: none"> <li>● Accessibility to payments, key challenges and suggestions for improvement</li> </ul>	Online forms and call center	Throughout the project implementation
NPSA's Partners (island councils, other Government agencies, donors, etc)	<ul style="list-style-type: none"> <li>● Technical guidance based on international experience and previous assessments of other social protection program</li> <li>● Progress of this Income support program implementation</li> <li>● Key areas for capacity building to NPSA and partners' staff, including list of systems enhancements required</li> <li>● Feedback on Component 2 activities, including the draft of social protection</li> </ul>	Virtual Meetings and emails	Throughout the project implementation

	framework, unemployment insurance program, pension program, etc.		
Banks (Maldives Monetary Authority, Bank of Maldives, SDFC )	<ul style="list-style-type: none"> <li>• Payment delivery regulations and practices</li> </ul>	Virtual Meetings and emails	Design phase of the Emergency Cash Transfer component
Private Sector (call moderators, Payment Service providers and programming company)	<ul style="list-style-type: none"> <li>• Key challenges and best practices implemented</li> </ul>	Virtual Meetings and emails	Throughout the project implementation

#### e) Proposed strategy for information disclosure

The MoED and NPSA website will be used to disclose project documents, including the SEP, and details of the project Grievance Redress Mechanism will be available on the Job Center website and the island council premises.

Below is a table showing the proposed strategy that will be adopted by the PMU for information disclosure, considering the needs of different stakeholders during project implementation. All information will be updated regularly so that it is kept up-to-date with the evolving situation and to include future stages of the project including supervision and monitoring.

Stakeholder group	Key characteristics	Specific needs	Preferred Methods means	List of Information to be disclosed	Responsible Entity
<b>Project beneficiaries</b>	Individuals who have lost a job since the onset of the crisis or are suffering a total loss of income as a result of the crisis	<ul style="list-style-type: none"> <li>- Communication to be done in a clear manner in Dhivehi and English</li> <li>- Information about the program to be widely disseminated</li> <li>- Support in account opening and enrollment</li> <li>- Explanation of payment amounts, regularities and payment methods</li> </ul>	Phone calls, SMS, virtual information sessions (When possible) audio-visual materials, outreach activities	<ul style="list-style-type: none"> <li>- Income support in response to COVID-19</li> <li>- Eligibility criteria/conditions</li> <li>- Application forms</li> <li>- Documents required to support application</li> <li>- Benefit amount</li> <li>- Program duration</li> <li>- Payment mechanism</li> <li>- Enrollment steps</li> <li>- Call center number to reach out for support</li> <li>- Information about GRM (incl. for GBV-related issues)</li> <li>- SEP, LMP, ESMF, ESCP (in project and World Bank's external website)</li> </ul>	NPSA, PMU, Island Councils, MoED
<b>The Public</b>	Households in Maldives; of variety of deciles, educational levels, geographic areas (outer islands/atolls), age, gender	Communication to be done in a clear manner, including relevant facts, and in both Dhivehi and English	Mass Media (Radio, TV and e-newspapers) Social Media (Governmental platforms), outreach activities, audio-visual materials	<ul style="list-style-type: none"> <li>- Explanation about program (objective, duration, target population, selection criteria, sources of data)</li> <li>- Share experiences on the impact of the project, incl. on vulnerable households</li> <li>- Sensitization to digital payment methods</li> <li>- Explanation about how the program and other governmental programs are implemented in a complementary manner</li> <li>- Information about GRM (incl. for GBV-related issues)</li> <li>- SEP, LMP, ESMF, ESCP (in project and World Bank's external website)</li> <li>- Documents marked for public disclosure under Component 2 (e.g., targeting systems, pension and</li> </ul>	Government media team, PMU, NPSA, MoED

				unemployment insurance program, social protection framework, etc)	
<b>Government officials, including, other concerned ministries/agencies</b>	NPSA & MoED staff not directly engaged; concerned ministries/agencies (e.g., MoH, MOGFSS, NPSA, MPAO, Bank of Maldives, SDFC, Island Councils, etc)	Brief and clear, in Dhivehi	Emails, phone calls/SMS and virtual meetings as possible	<ul style="list-style-type: none"> <li>- Brief about the project, launch date, objectives and the role of MoED /NPSA/PMU in targeting, data verification and payment</li> <li>- Share experiences on the impact of the project, incl. on vulnerable households</li> <li>- Explanation about how the program and other governmental programs are implemented in a complementary manner</li> </ul>	PMU, NPSA, MoED
<b>Mass media and associated interest groups</b>	Dissemination channel of news and information, local and international NGOs, digital/web-based entities, and their associations.	Frequent updates that are accurate.	Depends on the media type and technology use (TV, radio, social media, etc.)	<ul style="list-style-type: none"> <li>- Information about the program objective, target groups, duration of support and showcase of the positive effect it will have on targeted beneficiaries</li> <li>- Experiences on project impact the impact of the project, incl. on vulnerable households</li> <li>- Explanation about how the program and other governmental programs are implemented in a complementary manner</li> <li>- SEP, LMP, ESMF, ESCP (in project &amp; WB's external website)</li> <li>- Documents marked for public disclosure under Component 2 (e.g., targeting systems, pension and unemployment insurance program, social protection framework, etc)</li> </ul>	Government media team, PMU, NPSA, MoED

<p><b>Other development partners engaged in COVID-19 response</b></p>	<p>Financing or supporting COVID-19 projects/ initiatives in the Maldives through loans, funds, technical assistance</p>	<p>Regular</p>	<p>Emails (status reports), briefing notes, and virtual meetings</p>	<p>Project implementation updates; in line with the planned activities, outputs and outcomes</p>	<p>PMU, NPSA</p>
<p><b>Vulnerable groups</b></p>	<p>Illiterate, without access to internet and other technology, limited mobility (elderly, people with disability or chronic diseases), geographical distance, survivors of GBV, SEA, SH</p>	<p>Audio communication in Dhivehi , using simplified terms; Support in enrollment and application; written guidance provision in Dhivehi</p>	<p>Phone calls, Visits to island councils (if permissible), audio-visual materials, outreach activities, house visits by community and other workers mobilized by island councils (if necessary)</p>	<p>-Program duration and objective  - Eligibility criteria/conditions  - Benefit amount  - Payment mechanism  - Enrollment steps  - Application forms  - Documents required to support application  - Call center number to reach for support  - Information about GRM (incl. for GBV-related issues)  - SEP, LMP, ESMF, ESCP (in project and World Bank’s external website)  - Documents marked for public disclosure under Component 2 (e.g., targeting systems, pension and unemployment insurance program, social protection framework, etc)  - Liaise with <u>MoGFSS</u> to conduct text message-based and/or email-based information and outreach campaigns about the available domestic violence prevention and response services.</p>	<p>NPSA, PMU, Island Councils, MoED</p>

## 6. Resources and Responsibilities for Implementing SEP Activities

### a) Resources

The MoED will be in charge of stakeholder engagement activities. PMU will take the lead role in initiating this function. The budget for the SEP (and the implementation of other environment and social activities such as ESMF, LMP) is approximately USD 100,000.

### b) Management functions and responsibilities

The entities responsible for the implementation of the SEP activities are the NPSA, MoED and MoF . The stakeholder engagement activities will be carried out and documented through NPSA via the PMU established for the duration of the Project. The stakeholder engagement activities will be documented through quarterly progress reports, to be shared with the World Bank.

## 7. Grievance Mechanism

The main objective of a Grievance Redress Mechanism (GRM) is to help resolve complaints and grievances in a timely, effective and efficient manner that satisfy all parties involved. Specifically, it provides a transparent and credible process for fair, effective and lasting outcomes. It also builds trust and cooperation as an integral component of broader community consultation that facilitates corrective actions. It should also be used as a mechanism to analyze and enhance project processes. Specifically, the GRM;

- Provides affected people with a venue for making a complaint or resolving any dispute that may arise during the course of the implementation of projects;
- Ensures that appropriate and mutually acceptable redress actions are identified and implemented to the satisfaction of complainants; and
- Use the outputs of the GRM process to enhance program implementation

### a) GRM Description & Structure

Grievances relating to the project will be handled by the Ministry of Economic Development (MoED). A 2-tier GRM system will be in place to resolve grievances.

**Tier 1: PMU at the Ministry of Economic Development (MoED):** The GRM focal point of PMU will record grievances received from multiple channels (phone, email, website, Island Councils etc.) in the Grievance Register in the MoED's intranet. Depending on the nature of the grievance, the PMU will assign the resolution of the complaints to relevant staff of the PMU, and if necessary, will also engage other staff of the MoED for advice and support. Any grievances that cannot be resolved by the PMU or if the complainant is unhappy with the resolution, the grievance will be escalated to the Executive Management Team of MoED. The Complainant also has the right to submit grievances directly to the Executive Management Team.

**Tier 2: Executive Management Team of MoED:** The Executive Management Team of MoED, comprising Minister, State Ministers and Deputy Ministers of the MoED will review unresolved grievances escalated from the PMU. The team will review the grievance and all documentation gathered throughout the investigation carried out at the PMU level and determine whether further actions are required to resolve the grievance. Based on additional information collected, including meeting with the complainant and/or the representative(s), if required and/or requested, the MoED will give the final decision based on their review. If the Complainant is still not satisfied with the resolution given by the Executive Management Team, then s/he can seek legal recourse.

*Access to the GRM however will not replace and/or impede an individual's decision to seek legal action through the country's judiciary system, at any time.*

## **b) Grievance Resolution Process**

**Step 1: Submission of grievances** - Complainants can submit grievances via multiple channels, including:

- Telephone - Call Jobcenter on +960 1691, +960 7266602, +960 7266603
- Email – Send email to: support@jobcenter.mv
- Online form - lodge a complaint using the form available at the website [www.jobcenter.mv](http://www.jobcenter.mv)
- In-person – grievances can be physically handed over and lodged with the GRM focal points available at the Island Councils which then will be forwarded to the PMU or directly to the PMU itself at the MoED. In addition, when Island Council staff do home visits, Complainants can submit grievances directly to them as well.

**Step 2: Screening of grievances & acknowledgement of receipt (within 2 days)** - Grievances will be screened depending on the level of severity in order to determine who the relevant entity (department, unit, etc.), hereafter called 'grievance owner', to seek resolution will be and make decisions on addressing the complaint. The acknowledgement of a grievance will include a summary of the grievance, method that will be taken to resolve the grievance and an estimated timeframe in which the grievance will be resolved. If required, the acknowledgment will also have a section requesting for any additional information or to clarify any issues. All grievances will be acknowledged within two working days of a grievance being submitted in writing.

**Step 3: Investigating the grievance and communication of the response (within 21 days)** - The investigation process may involve remote consultations with different stakeholders including contacting the Complainant to obtain additional information. If site visits are required, they will be done following appropriate health and safety guidelines as described in the ESMF and LMP prepared for the project. All records of meetings, discussions and activities will be recorded. Information gathered during the investigation will be analyzed and will assist in determining how the grievance is handled and what steps need to be taken in order to resolve the grievance. The grievance owner is responsible for assigning actions, monitoring actions undertaken to resolve the grievances and making sure deadlines are adhered to. Once all actions have been completed and the grievance has been resolved, the grievance owner will then formally inform the Complainant in writing. All grievances are expected to be investigated and Complainant informed of the response within 21 days of complaint receipt.

**Step 4: Follow-up (after 21 days) and Appeal** - The grievance owner will contact the Complainant three weeks after the grievance is resolved to verify if Complainant is satisfied with the outcome and also

gather any feedback on the grievance process. Minutes of the meeting will be recorded and saved in the Ministry's Intranet. If the Complainant is unhappy with the resolution and/or does not agree with the proposed actions, then the grievance owner will escalate the matter to the Executive Management Team of MoED. The Executive Management Team will review the grievance and all documentation gathered throughout the investigation and determine whether further actions are required to resolve the grievance. Then MoED will give the final decision based on their review. Once all possible avenues of redress have been proposed and if the Complainant is still not satisfied then s/he would be advised of their right to legal recourse.

### **c) Handling Gender Based Violence (GBV) issues**

World Bank Group's 'Technical Note on SEA/H for HNP COVID Response Operations,' Inter-Agency Standing Committee's 'Interim Technical Note: Protection From Sexual Exploitation and Abuse (PSEA) during COVID-19 Response,' 'The COVID-19 Outbreak and Gender: Key Advocacy Points from Asia and the Pacific,' 'UN Women, 2020 and the COVID-19 resources to address gender-based violence risks', will be used as a guide towards the design and implementation of measures.

- Communication campaign related to specific issues women face during the pandemic, including safeguarding and responding to (sexual and gender based violence) SGBV and child abuse.
- Publicly post or otherwise disseminate messages clearly prohibiting (sexual exploitation and abuse (SEA)/ sexual harassment (SH) during community interactions. Key messages to be disseminated will focus on : i) No sexual or other favors can be requested during provision of employment support; ii) Staff of Island Council and Community workers are prohibited from engaging in sexual exploitation and abuse; iii) Any case or suspicion of sexual exploitation and abuse can be reported to the GRM.
- Prepare and implement and train all workers in regard to GBV prevention and child protection protocols during community engagement activities. First respondents to be trained on basic skills to respond to disclosures of GBV, in a compassionate and non-judgmental manner and know to whom they can make referrals to.
- Ensure GBV psychosocial support services are identified and are ready to support victims.
- GRM to have procedures to handle allegations of GBV/SEA/SH violations and to immediately notify both the MoED and the World Bank of any GBV complaints, with the consent of the survivor.

## **8. Monitoring and Reporting**

The SEP will be periodically revised and updated as necessary in the course of project implementation in order to ensure that the information presented herein is consistent and is the most recent, and that the identified methods of engagement remain appropriate and effective in relation to the project context and specific phases of the development. Any major changes to the project related activities and to its schedule will be duly reflected in the SEP.

Monthly and Quarterly summaries and internal reports on public grievances, enquiries and related incidents, together with the status of implementation of associated corrective/preventative actions, will be collated by the designated GRM focal person, and referred to the senior management of the project. The quarterly summaries will provide a mechanism for assessing both the number and the nature of

complaints and requests for information, along with the Project's ability to address those in a timely and effective manner. Information on public engagement activities undertaken by the Project during the year will be conveyed to the stakeholders through the publication of an annual report which among others will include the project's interaction with the stakeholders.

In addition, the project will establish two mechanisms for receiving feedback and using it for course correction or any other changes required:

- Beneficiary satisfaction with COVID-19 Support Allowance enrollment and payment processes (percentage by gender)
- Percentage of grievances addressed within 2 weeks

Based on the feedback, changes will be made on project activities and procedures, including community engagement approaches, based on evidence and needs and cultural appropriateness. Such changes made will then be shared with the stakeholders as and where appropriate. Further, the feedback will also be used as part of documentation of lessons learned to inform future preparedness and response activities.