|  |
| --- |
| **Project Title** |
| ... |
| **Gold Standard ID** |
| … e.g. GS-0123 |
| **Type of Certification** |
| [ ]  Initial Certification [ ]  New Area Certification |
| **Dual Certification** |
| [ ]  FSC - Dual certificationIf the project is certified according the Forest Stewardship Council (FSC), the certification status replaces the completion of this template. Please provide the ‘FSC Audit Report’ in the *supporting documents* of section ‘3. Sustainability’ and provide a reference to this *supporting document* in this template:... |

**Design of physical meeting(s)**

**Certificates**

| **Agenda** |
| --- |
| ... Ensure that at least the following points are covered, but feel free to add more points as needed:- Opening of the meeting- Explanation of the project; based on the content of the ‘Key Project Information’- Discussion of continuous input and grievance mechanism - Questions for clarification about the project- Blind ‘SD Matrix’ exercise- Discussion on monitoring the mitigation measures- Closure of the meeting |

**Invitation tracking table**

**Certificates**

| **Category code** | **Organisation (if relevant)** | **Name of invitee** | **Way of invitation** | **Date of invitation** | **Confirmation received? Y/N** |
| --- | --- | --- | --- | --- | --- |
| ... See definitions of the A/R Requirements. | ...  | ...  | ...  | ...  | ...  |

| **Describe your selection** |
| --- |
| ... Explain how you decided that the above organisations/individuals are relevant stakeholders to your project. Also, please discuss how your invitation methods seek to include a broad range of stakeholders (e.g. gender, age, ethnicity).  |

| **Text of individual invitations** |
| --- |
| ...  |

| **Description of other consultation methods used** |
| --- |
| ...If individuals or entities (e.g. NGOs) are unable to attend the physical meeting, please discuss other methods that were used to solicit their feedback/comments (e.g. questionnaires, phone calls, interviews etc).  |

**Participants’ in physical meeting(s)**

**Certificates**

| **Reference ID to the original participants’ list** |
| --- |
| ...  |
| Additional comments:...  |

| **Participants list** |
| --- |
| **Date and time** | ...  |
| **Location** | ...  |
| **Category Code** | **Name of participant, job/ position in the community** | **Male/Female** | **Signature** | **Organisation (if relevant)****Category Code** |
| ...  | ...  | ...  | ...  | ...  |

**Evaluation forms**

**Certificates**

| **Reference ID to the original ‘evaluation forms’** |
| --- |
| ...  |
| Additional comments:...  |

| **Summarise the main comments in the table below (please translate into English if necessary). Provide references to the individual ‘evaluation forms’.** |
| --- |
| What is your impression of the meeting? | ...  |
| What do you like about the project? | ... |
| What do you not like about the project? | ... |

| **Pictures from physical meeting(s)** |
| --- |
| ...  |

**Outcome of consultation process**

**Certificates**

| **Minutes of physical meeting(s)** |
| --- |
| ... Ensure that you include a summary of the meeting as well as all comments received. Also include an outline of the discussions on continuous input and grievance expression methods; comments, agreements or modifications suggested by stakeholders. |

| **Minutes of other consultations** |
| --- |
| ...  |

**Assessment of all comments**

**Certificates**

| **Stakeholder comment** | **Was comment taken into account (Y/N)** | **Explanation (Why? How?)** |
| --- | --- | --- |
| ...  | ...  | ...  |

| **Summary of alterations based on comments** |
| --- |
| ... If stakeholder comments have been taken into account and any aspect of the project modified, then please discuss that here. |

**Sustainable Development Assessment**

**Certificates**

| **Sustainable Development Assessment of the project owner:**Do this assessment before you have the results from the stakeholders. |
| --- |
| **Indicator** | **Description and Score** | **Mitigation measure** |
| **Environment** | **Category score: 0/+1/-1** |  |
| 1. Air quality
 | … **Indicator score: 0/+1/-1** | … |
| 1. Water quality and quantity
 | … **Indicator score: 0** | … |
| 1. Soil condition
 | … **Indicator score: 0** | … |
| 1. Other pollutants
 | … **Indicator score: 0** | … |
| 1. Biodiversity
 | … **Indicator score: 0** | … |
| **Social Development** | **Category score: 0** |  |
| 1. Quality of employment
 | … **Indicator score: 0** | … |
| 1. Livelihood of the poor
 | … **Indicator score: 0** | … |
| 1. Access to affordable and clean energy services
 | … **Indicator score: 0** | … |
| 1. Human and institutional capacity
 | … **Indicator score: 0** | … |
| **Economic & Technical Development** | **Category score: 0** |  |
| 1. Quantitative employment and income generation
 | … **Indicator score: 0** | … |
| 1. Access to investment
 | … **Indicator score: 0** | … |
| 1. Technology transfer and technological self-reliance
 | … **Indicator score: 0** | … |

| **Justification choices, data source and provision of references**A justification paragraph and reference source is required for each indicator, regardless of score. References can be an academic or non-academic source, such as a university research document, a feasibility study report, environmental impact assessment, relevant website, etc.  |
| --- |
| **Environment** |  |
| 1. Air quality
 | ... |
| 1. Water quality and quantity
 | ... |
| 1. Soil condition
 | ... |
| 1. Other pollutants
 | ... |
| 1. Biodiversity
 | ... |
| **Social Development** |  |
| 1. Quality of employment
 | ... |
| 1. Livelihood of the poor
 | ... |
| 1. Access to affordable and clean energy services
 | ... |
| 1. Human and institutional capacity
 | ... |
| **Economic & Technical Development** |  |
| 1. Quantitative employment and income generation
 | ... |
| 1. Access to investment
 | ... |
| 1. Technology transfer and technological self-reliance
 | ... |

| **Summary of Sustainable Development Assessment of the stakeholders - BLIND exercise:** |
| --- |
| **Indicator** | **Description and Score** | **Mitigation measure** |
| **Environment** | **Category score: 0/+1/-1** |  |
| 1. Air quality
 | … **Indicator score: 0/+1/-1** | … |
| 1. Water quality and quantity
 | … **Indicator score: 0** | … |
| 1. Soil condition
 | … **Indicator score: 0** | … |
| 1. Other pollutants
 | … **Indicator score: 0** | … |
| 1. Biodiversity
 | … **Indicator score: 0** | … |
| **Social Development** | **Category score: 0** |  |
| 1. Quality of employment
 | … **Indicator score: 0** | … |
| 1. Livelihood of the poor
 | … **Indicator score: 0** | … |
| 1. Access to affordable and clean energy services
 | … **Indicator score: 0** | … |
| 1. Human and institutional capacity
 | … **Indicator score: 0** | … |
| **Economic & Technical Development** | **Category score: 0** |  |
| 1. Quantitative employment and income generation
 | … **Indicator score: 0** | … |
| 1. Access to investment
 | … **Indicator score: 0** | … |
| 1. Technology transfer and technological self-reliance
 | … **Indicator score: 0** | … |

| **Comments accompanying the BLIND exercise** |
| --- |
| ...  |

| **Main differences** |
| --- |
| ... Give an analysis of the differences between own sustainable development assessment and the one resulting from the blind exercise with the stakeholders. Explain how both were consolidated. |

| **Consolidated Sustainable Development Assessment - with final scores** |
| --- |
| **Indicator** | **Description and Score** | **Mitigation measure** |
| **Environment** | **Category score: 0/+1/-1** |  |
| 1. Air quality
 | … **Indicator score: 0/+1/-1** | … |
| 1. Water quality and quantity
 | … **Indicator score: 0** | … |
| 1. Soil condition
 | … **Indicator score: 0** | … |
| 1. Other pollutants
 | … **Indicator score: 0** | … |
| 1. Biodiversity
 | … **Indicator score: 0** | … |
| **Social Development** | **Category score: 0** |  |
| 1. Quality of employment
 | … **Indicator score: 0** | … |
| 1. Livelihood of the poor
 | … **Indicator score: 0** | … |
| 1. Access to affordable and clean energy services
 | … **Indicator score: 0** | … |
| 1. Human and institutional capacity
 | … **Indicator score: 0** | … |
| **Economic & Technical Development** | **Category score: 0** |  |
| 1. Quantitative employment and income generation
 | … **Indicator score: 0** | … |
| 1. Access to investment
 | … **Indicator score: 0** | … |
| 1. Technology transfer and technological self-reliance
 | … **Indicator score: 0** | … |

**Sustainability Monitoring Plan**

**Certificates**

| **Discussion on Sustainability Monitoring Plan** |
| --- |
| ... Discuss stakeholders’ ideas on monitoring indicators of the Sustainable Development Assessment. Do people have ideas on how this could be done in a cost effective way? Are there ways in which stakeholders can participate in the monitoring? |

**Discussion on continuous Input and Grievance Mechanism**

**Certificates**

| **Discussion on Sustainability Monitoring Plan** Discuss the continuous Input and Grievance Mechanism expression method and details, as discussed with local stakeholders. |
| --- |
|  | Method chosen (include all known details e.g. location of book, phone, number, identity of mediator) | Justification |
| Continuous Input and Grievance Expression Process Book | ...  | ...  |
| Telephone access | ...  | ...  |
| Internet/email access | ...  | ...  |
| Nominated Independent Mediator (optional) | ...  | ...  |

**Stakeholder feedback round**

**Certificates**

| **Description of the design of the stakeholder feedback round** |
| --- |
| ...  |