

## Stakeholder Engagement Plan (SEP)

This template has been developed to support project proponents in meeting the requirements for stakeholder engagement laid out by the Innovation Facility and relevant carbon standard, particularly those related to advancing **social inclusion**, **equitable benefit-sharing**, and **gender equality**. It aligns with Section C, Part 3: Focus of the Innovation Facility in the [Concept Note](#), and is informed by the principles outlined in Chapter 1.2.3 of the [Innovation Facility's Guidelines for Applicants](#) and Chapter 6 of the [IUCN Stakeholder Engagement – Guidance Note](#).

The template is intended to guide proponents through the process of identifying and engaging relevant stakeholders, especially those located within or near the project site, who may be directly or indirectly affected by, or who may influence, the project. These stakeholders may include Indigenous Peoples, local communities, traditional leaders, women, youth, and other marginalised or vulnerable groups, as well as relevant government institutions at the national, regional, and local levels and non-governmental institutions.

### Template Structure

The first section of the template focuses on **stakeholder analysis**, helping proponents assess each stakeholder group's interests, potential influence, proximity to the project area, and the likely impact of the project on them. A matrix format is provided to support systematic identification and prioritisation.

The second section provides a structure for the **Stakeholder Engagement Plan (SEP)**, which summarises planned engagement activities throughout the project cycle. This includes proposed methods for information sharing, consultation, and participation; roles and responsibilities for implementation; resource requirements; and timing and frequency of engagement activities. The plan should be proportionate to the project's environmental and social risks and tailored to the local context and needs of each stakeholder group.

The final section supports documentation of **stakeholder consultations** carried out throughout the project lifecycle, from the concept note, to the full project proposal and finally implementation stages. This includes space to capture information on when and where consultations occurred, who participated (with gender disaggregation where possible), the methods used, key issues discussed, and how input received has shaped project design.

Proponents are encouraged to use this template not only as a compliance tool, but as a means of strengthening relationships, improving project outcomes, and ensuring accountability and transparency throughout the life of the project. More information on Stakeholder Engagement Requirements can be found in the Innovation Facility ESMS Manual and the IUCN Guidance Note on Stakeholder Engagement.

### Alignment with Carbon Standard Requirements

In addition to complying with the Innovation Facility requirements, this template also supports alignment with the stakeholder engagement provisions of the specific carbon standard under which the project intends to certify its carbon credits.

Different carbon standards, such as the Verified Carbon Standard (VCS) by Verra, Gold Standard, Plan Vivo, among others may include specific requirements on the timing, duration, methods and documentation of stakeholder engagement. These often include minimum disclosure periods or formal consultation steps for Free, Prior, and Informed Consent (FPIC), particularly for Indigenous Peoples and other rights-holding communities.

This section allows you to specify those requirements, ensuring that your stakeholder engagement process is tailored to the selected standard and helps maintain the project's eligibility for certification.

### Stakeholder Engagement Requirements of the Selected Carbon Standard

Please specify the carbon standard under which the project will be certified:

**Verra: Verified Carbon Standard (VCS) and Climate, Community & Biodiversity Standards (CCB)**

Does the selected carbon standard include specific stakeholder engagement requirements (e.g., minimum consultation, comments and disclosure periods, documentation procedures)?

Yes, the selected carbon standard (Verra VCS and CCB Standards) includes specific stakeholder engagement requirements. These requirements are clearly outlined and enforced throughout the project lifecycle, particularly under the Climate, Community & Biodiversity (CCB) Standards.

Effective consultation is a core requirement, and project proponents must inform and engage broadly with communities and stakeholders using socially and culturally appropriate methods that allow for meaningful influence on the design and implementation of the project.

Specifically, the standards require:

- Effective and timely consultations are conducted with all relevant stakeholders and participation is ensured, as appropriate, of those that want to be involved (typically initiated well before validation).
- A comments period of 30-day, during which project documents (PDD and MR) are made publicly available for feedback.
- A minimum public disclosure period (usually aligned with or exceeding the 30-day comments period).
- Documentation of all consultation activities including the identification of stakeholders, methods used, concerns raised, and how these were addressed in the project design.

If yes, please summarise them below:

Requirement Category	Standard-Specific Requirement
Minimum consultation period	Not specified; Effective and timely
Minimum comments period	30 days
Minimum public disclosure period	Not specified; at least 30 days during comment period
Timing of engagement within the project cycle	Not specified
Frequency of engagement activities	Not specified
Documentation and reporting obligations	PDD and Yearly Monitoring Report
Others (specify and add rows as necessary)	N/A

	Stakeholder	Type/Category of Stakeholder	Purpose of Engagement	Mechanism / process of Engagement	Responsible Entity/Person	Frequency of Engagement	Timing of Engagement
1	Village Committee (JPKKOA)	Local stakeholders (Indigenous Peoples, local communities, village committees)	To monitor and address village-level issues regarding project activities, update the community on project progress, and present annual monitoring reports. This meeting ensures village leaders receive project information to relay to villagers.	Meeting will involve representatives of village committees, including the Tok Batin (village leader) from each of the 11 villages involved in the project. Each meeting must also be attended by a women representative from every village. The meeting will follow a structured agenda, with discussion and feedback loop.	Community Development Unit	First 90 days after project signature and then annually	Mid of the year when the Monitoring Report are ready to be presented
2	Community Development Association	Local stakeholders (Indigenous Peoples, local communities)	To discuss community programs, fund disbursement, and promote inclusive community decision-making. The meeting also addresses issues related to project activities, provides project progress updates, and presents annual monitoring reports. It ensures inclusive engagement beyond the village committee.	Meetings must be attended by representatives from various community groups, including smallholders, fishers, NTFP collectors, and traditional hunters, as well as vulnerable and marginalized groups such as youth, the elderly, and persons with disabilities. Women must make up more than 30% of attendees. The meetings must be open, fair, and transparent, where all members can express their opinions. Decisions are made collectively through discussion and transparent voting system.	Community Development Unit	First 90 days after project signature and then quarterly	On weekend where communities are not working and can attend the meeting
3	Communities inside the Project Area and Protection Zone  (Smallholders, fishers, forest produce gatherers)	Local stakeholders (Indigenous Peoples, local communities)	To identify if project activities have any negative impact on the communities' livelihood. If impacts are found, a benefit-sharing mechanism will be developed with them.	Communities who had been identified during the previous engagement will be continuously consulted through home or farm visits, informal discussions, focus group discussion and interviews. Engagement must ensure that	Community Development Unit	Continuous throughout the project timeline	On weekends or after working hours, based on communities' preference.

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	(Indigenous Peoples, local communities, including women, vulnerable groups, and any stakeholders with specific attention needs)		Engagement also ensures affected communities are informed and their concerns are addressed.	voices of vulnerable groups are heard, and feedback is documented for follow-up action.			
4	Amanah Saham Pahang Berhad Yayasan Pahang Plantation Holdings PKPP Agro Sdn Bhd (PKPP Agro) LKPP Corporation Sdn Bhd FELCRA Berhad IOI Corporation Berhad Boustead Plantations Berhad Negri Sembilan Oil Palms Berhad Seong Thye Plantations Sdn Bhd Prosper Capital Holdings Sdn Bhd Dara Lam Soon Sdn Bhd	Neighboring Plantation	There are 19 oil palm plantations surrounding the Project Area, owned by 12 different companies—including government-owned entities (5), public-listed companies (3), subsidiaries/associates (3), and independent companies (2). These stakeholders manage their plantations in accordance with hydrological needs—requiring adequate water supply during the dry season and drainage during the monsoon—as guided by RSPO and/or MSPO sustainability certification standards.  Engagement with these companies is critical due to their potential influence on the hydrological balance of the Project Area, particularly where plantation drainage systems interact with the	Formal communication has been initiated to present the project objectives, particularly on canal blocking, fire prevention, and biodiversity conservation.  Conduct one-on-one meetings with plantation managers to understand their existing drainage systems, RSPO/MSPO compliance strategies, and fire management practices. These sessions also provide space to discuss concerns about potential impacts from project activities (e.g. canal block construction).  Establish a coordination platform (e.g. quarterly technical meetings or WhatsApp groups) to:  Share updates on canal block status and water level monitoring  Coordinate fire detection, prevention, and suppression efforts, especially during the dry season	Forest Protection Manager/ Project Lead	Half-yearly	Adhoc

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	Pahang Coconut Valley Corporation Sdn Bhd  Rangkaian Delima		<p>project's canal blocking interventions within the WRC leakage buffer and Forest Reserve. Conversely, they may also experience impacts from these interventions, making two-way dialogue essential.</p> <p>The purpose of engagement is to:</p> <p>Align water management practices to minimize negative hydrological impacts on peatland restoration;</p> <p>Coordinate on fire prevention and suppression, as plantation areas are key to reducing fire risk along project boundaries;</p> <p>Foster cooperation for biodiversity protection, especially where shared boundaries allow for species movement (e.g., hairy-nosed otters observed in boundary canals);</p> <p>Maintain site access, as many plantations provide the only logistical routes to</p>	Align hydrological interventions to prevent unintended drainage or waterlogging across boundaries			

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			<p>certain parts of the Project Area.</p> <p>Establishing strong working relationships with plantation managers supports both project implementation and mutual risk reduction in peatland fire and water management.</p>				
5	Pahang State Government	Other stakeholder: government entity	<p>Pahang State Government holds jurisdiction over land and forest matters under the Federal Constitution of Malaysia.</p> <p>As the signatory to the Carbon Project Agreement, the State holds key rights and responsibilities, with a direct economic interest through annual payments for use rights.</p>	<p>After the signing of the Carbon Project Agreement, engagement will be carried out via relevant Pahang State Government agencies listed below.</p> <p>Engagement will be carried out through formal meetings with relevant senior state officials to share updates on project progress, planned activities for the fiscal year, and the benefits delivered to local communities, the State of Pahang, and Malaysia as a whole.</p> <p>Discussions will also cover the improvement of peatland ecosystems—recognized as the largest in Peninsular Malaysia—and the potential revenue generation through carbon credits, ensuring that the state government is informed and positioned to benefit from the project's environmental and economic outcomes.</p>	Oversight Committee, Project Leader	Adhoc	After issuance of the first carbon credits. May coincide with the launch of the first community program.

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6	District and Land Offices for Pekan and Rompin Districts	Other stakeholders: government entities	<p>Engagement with these relevant authorities is essential to manage and regulate land use within the Project Zone outside Permanent Reserved Forests (PRFs), as they hold the rights and authority to influence land use decisions—including the alienation of land for residential, commercial, or agricultural purposes.</p> <p>Such engagement aims to align land use planning with the project's conservation and restoration objectives, minimizing risks of conflicting developments and ensuring long-term ecosystem integrity.</p>	<p>The mode of engagement with district-level authorities is primarily through emails, official letters, and telephone communication.</p> <p>These engagements focus on matters related to land titling within the district, including areas that fall within the project's buffer zone. The engagement process also aims to ensure compliance with local by-laws, particularly those related to land use planning and fire management, which are critical to maintaining the integrity of the peatland ecosystem and preventing conflicting developments.</p>	Project Lead	Adhoc	After the village-wide consultation campaign; following the submission of the Project Design Document (PDD) and Monitoring Report 1 (MR1) -during the public comment period; Subsequent engagement will be conducted as needed to provide updates on significant events, particularly those related to fire incidents, encroachment,
7	Pahang State Forestry Department (JPNP)	Other stakeholder: government entity	JPNP is the entity responsible for the governance of permanent reserved forests in Pahang. Its interests include generating revenue from the PRFs and ensuring the Project complies with State forestry laws and policies. Besides issuance of the Carbon Activity Use Permit, its relevance to the project	<p>Engagement with JPNP is conducted through regular face-to-face formal meetings with the relevant top management of the state forestry department.</p> <p>These meetings serve as a platform to present project progress, raise any challenges encountered, and jointly discuss proposed solution</p>	Project Lead	Within the first 90 days or project signing and then Quarterly	Quarterly basis

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			also includes law enforcement against encroachers and illegal hunters in the PRFs that make up the Project Area.				
8	Department of Irrigation and Drainage (JPS)	Other stakeholder: government entity	JPS governs rivers and canals in the Project Area and Project Zone, and is responsible for flood mitigation. JPS need to be consulted about canal blocking activities.	Engagement with the District Engineer will be conducted through emails, telephone calls, formal letters, and face-to-face formal meetings.  These engagements serve to keep the District Engineer informed about the project's progress, particularly regarding the status and location of canal blocks within the Project Area, as well as any activities along rivers, such as jetty construction and reforestation efforts.	MRV Manager	Within the first 90 days or project signing and then yearly	During the drier season (prior to the onset of the monsoon); before and after updates to the canal block construction database within the Forest Reserve.
9	Department of Indigenous People Development (JAKOA)	Other stakeholder: government entity	Get permit to enter indigenous people village and get data related to indigenous people	Emails/Telecom/Letters	Project Lead	Yearly	Engagement when to renew permit and any emerging issue with the indigenous communities
10	Fire and Rescue Department ( <i>Bomba</i> )	Other stakeholder: government entity	To coordinate effective fire suppression efforts within and around the project area, including providing support for training and supervision of the BOMBA Komuniti. The engagement also aims to ensure BOMBA is kept informed of ongoing fire management activities, facilitate	Emails/Telecom/Letters	HSS Manager	Within the first 90 days or project signing and then adhoc	Engagement when necessary, depending on emerging issues.



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			collaboration during joint operations—including provision of logistical support such as food and drink—and to demonstrate good governance in addressing fire risks.				
11	Pahang Biodiversity Council (MBP)	Other stakeholder: government entity	To ensure compliance with state laws and regulations related to biodiversity conservation, including obtaining necessary permits such as the myABS. The engagement also aims to keep the Council informed of the Project's progress and to demonstrate good governance and transparency in implementing conservation-related activities.	Face to face meeting to present the progress of the project and to get new update from the council	Biodiversity Manager	Half-yearly	Half-yearly basis
12	Department of Wildlife and National Parks of Peninsular Malaysia (PERHILITAN)	Other stakeholder: government entity	To ensure compliance with national regulations related to wildlife monitoring, including the issuance of permits for camera trap installation. The engagement also aims to support transparent reporting and data sharing on wildlife presence and activities within the project area.	Emails/Telecom/Letters	Biodiversity Manager	Adhoc	Engagement when necessary, depending on emerging issues.
13	Jaringan Orang Asli SeMalaysia (JOAS)	Social and Community NGO	To explain about the project and get some insights about indigenous people issues	Round Table Discussion and face to face meeting	Community Development Manager	Adhoc	Engagement when necessary, depending on

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	Global Peace Foundation (GPF) Malaysia  Persatuan Suku Jakun Pahang (PSJP)  Jaringan Kampung Orang Asli Pahang (JKOAP)  Persatuan Suku Jakun Pahang (PSJP)  Apa Kata Wanita Orang Asli  Center for Orang Asli Concerns (COAC)  Jaringan Kampung Orang Asli Semenanjung Malaysia (JKOASM)						emerging issues.
14	Global Environment Centre (GEC)	Environment NGO	To explore opportunities for collaboration in fire management and broader environmental conservation efforts within the landscape. As an active NGO in the area, GEC brings valuable experience working with surrounding plantations and communities. The	Regular face to face meeting	Project Lead	Quarterly	Adhoc

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			engagement also aims to identify potential avenues for joint funding and support for future conservation activities.				
15	Pelindung Alam Malaysia	Environment NGO	To coordinates the retrieval and sharing of data from camera traps installed within the project's concession area. As an NGO actively monitoring wildlife in the landscape, the engagement also aims to foster closer collaboration in future conservation activities and data-driven initiatives	Adhoc face to face	Biodiversity Manager	Adhoc	Adhoc