

Appendix C1 Public Consultation and Disclosure Plan



TABLE OF CONTENTS

1	PUBLIC CONSULTATION AND DISCLOSURE PLAN (PCDP).....	1
2	STAKEHOLDER ENGAGEMENT	1
3	PUBLIC DISCLOSURE AND DISTRIBUTION OF DOCUMENTS	2
4	DATA MANAGEMENT	5
5	GRIEVANCE MECHANISM	5
6	REPORTING.....	5
	APPENDIX A: LIST OF ADDITIONAL PACS AND PAC CONSULTATION MEETING CLUSTERS AND DATES.....	6
	APPENDIX B: COMMUNITY LEAFLET	7
	APPENDIX C: DISCLOSURE ANNOUNCEMENTS	9
	APPENDIX D: ESIA DISCLOSURE MEETINGS POSTER.....	10
	APPENDIX E: ESIA ADDENDUM FEEDBACK FORM	11

Tables

Table 1: ESIA Disclosure Announcements.....	3
Table 2: ESIA Disclosure Schedule.....	4
Table 3: PCDP Resources and Responsibilities	4

1 PUBLIC CONSULTATION AND DISCLOSURE PLAN (PCDP)

This document is the PCDP for the SCPX ESIA Addendum Project in Azerbaijan and is a supplement to the PCDP in the SCPX Final ESIA and reflects changes in the SCPX Project, and incorporates lessons learnt and experience gained through ESIA work and consultation with stakeholders.

The PCDP including this supplement has the following strategic and operational objectives:

- Identifying all new project stakeholders and understanding the nature of their interest and influence in project development and impact management
- Providing culturally appropriate, adequate and timely information on project development and impact assessment to stakeholders
- Providing culturally appropriate and timely opportunities for stakeholders to express their opinions and concerns in relation to the ESIA Addendum and project development, and for these to be reflected in the ESIA Addendum and management decisions, where considered appropriate
- Providing the SCPX Project team with comments and feedback from stakeholders
- Continuing effective stakeholder engagement that is conducive to the emergence of stakeholder support for the project and impact management programmes
- Supporting compliance with SCP HGA requirements
- Ensuring that project decisions consider, to a feasible extent, stakeholder needs, priorities and concerns
- Helping stakeholders understand the project's corporate and operational aims and requirements and have confidence in the project's ability to manage risk in a responsible manner.

Stakeholder (including members of the public) disclosure and consultation procedures that have been undertaken (refer to chapter 9 of the SCPX final ESIA for further information) and are proposed as part of the ESIA addendum process, shall follow procedures outlined in the PCDP of the SCPX Final ESIA. This PCDP covers:

- Consultation objectives
- Regulatory and policy context
- SCPX stakeholders
- Methodology
- Resources and responsibilities
- Data management
- Grievance mechanism
- Reporting.

2 STAKEHOLDER ENGAGEMENT

BP has been operating in Azerbaijan since the mid 1990s and has undertaken extensive stakeholder consultations associated with its major development projects. BP recently undertook an extensive stakeholder consultation programme for the SCPX Final ESIA involving, *inter alia*, national and local government entities, NGOs and communities along the pipeline routes. Therefore, BP already has well-established relationships with key stakeholders and undertakes active stakeholder consultation activities associated with onshore and offshore operations (WREP, BTC, SCP pipelines and Sangachal Terminal) and early works for SCPX. BP will be responsible for stakeholder engagement during pipeline

construction and in respect of the SCPX Project as a whole, although it will be a joint effort involving both BP and contractor personnel working in parallel. Contractor requirements have been specified in the Contractor Environmental and Social Management and Monitoring Plan.

The SCPX Project and related consultation activities has and will comply with the requirements of the host government agreement (HGA) and conforms with BP's policies and operational guidelines. Refer to chapter 6 of the ESIA Addendum for further information on regulatory, policy and administrative framework.

The Stakeholder consultation process uses different methods appropriate to specific stakeholder requirements and shall include the following key activities:

- **INFORM (1):** provide accurate, relevant, timely and culturally appropriate information to stakeholders about SCPX Project changes, its impacts and benefits, and the ESIA addendum process
- **ENGAGE:** provide opportunities for stakeholders to express their opinions and concerns about the changes to the SCPX Project, and to seek broad stakeholder support and impact management
- **UNDERSTAND:** enable the SCPX Project team to understand the concerns and priorities of stakeholders
- **REVIEW:** incorporate these concerns and priorities into the design changes, construction and operation of the SCPX Project
- **INFORM (2):** provide feedback to stakeholders as the project develops so that the consultation process continues.

SCPX has an established stakeholder database that includes details of key stakeholders, their participation in ESIA consultations processes and issues raised. The database was revised and updated throughout the ESIA Addendum process. Four settlements, of varying size, have been defined as PACs located either side of the proposed additional section of pipeline (Hajigabul, Ranjbar, Pirsaat and Goltug). One, Hajigabul, was a PAC identified for the SCPX Final ESIA; the three remaining settlements are new PACs (Appendix A). There are now one hundred and nineteen towns and villages along the SCPX pipeline route.

3 PUBLIC DISCLOSURE AND DISTRIBUTION OF DOCUMENTS

The disclosure period in the Project Affected Communities for the draft ESIA Addendum report was 14 days, as agreed with MENR (September, 2013). The public disclosure period started on 27th March, 2014 and there were announcements in the national media (Table 1), which included information on the disclosure period (14 days); location of ESIA Addendum documentation; main public meeting date; and the mechanisms of providing feedback (see Appendices B-D). The ESIA Addendum and NTS were prepared in Azerbaijani and English and posted on BP's internet site.

Information on the ESIA process, the draft ESIA Addendum report (and associated documents) and the consultation process was published through the following media outlets and other mechanisms:

- National newspapers
- Project internet site
- Presentations by SCPX Project and BP Azerbaijan staff and ESIA team personnel on technical studies and analyses conducted through the ESIA
- Leaflets, brochures, posters and audio-visual materials.

The SCPX Project team worked with BP's Communications Department to use the mass media and Project communications channels to disseminate and invite comment on the draft ESIA Addendum report.

Table 1: ESIA Disclosure Announcements

Publication Title	Announcement Language
Zerkalo	Azerbaijani
Yeni Azerbaijan	Azerbaijani
Azerbaijan	Azerbaijani
525-ji gazet	Azerbaijani
Azadliq	Azerbaijani
Xalq Qazeti	Azerbaijani
Yeni Musavat	Azerbaijani

During the public disclosure phase, the draft ESIA report and non-technical summary was made available at certain key public locations to allow stakeholders to review it and provide feedback; locations included:

In Baku

- M.F. Akhundov Central Public Library
- Scientific Library of the National Academy of Sciences
- Aarhus Environmental Information Center, MENR
- International Eco-Energy Academy
- Baku Education Information Centre
- The Azerbaijan State Oil Academy
- BP Azerbaijan Offices' receptions:
 - o BP office, Xazar centre
 - o Landmark, Business Center

For PACs, copies of the draft ESIA non-technical summary (NTS) and feedback forms (see Appendix E) were lodged in public information centres:

- Hajigabul: Two main locations: Heydar Aliyev Centre and the Cultural House and an additional three alternative community locations
- Randjbar: Municipality office
- Pirsaat: Pirsaat village secondary school

The draft ESIA Addendum report and NTS were also posted on the BP website (www.bp.com/caspian), which is accessible to the general public. The community leaflet (Appendix B) summarising the ESIA contents was distributed within the PACs along the proposed additional section of the pipeline during the household surveys. The draft NTS, community leaflet and feedback forms were also translated into English.

In compliance with the HGA and national requirements, public meetings were held to present the findings of the draft ESIA Addendum report and seek feedback from stakeholders during the disclosure period. Public meetings were held in Baku, Hajigabul and Randjbar. Stakeholders from Pirsaat were invited to attend the disclosure meeting in Randjbar as it is in close proximity; and stakeholders from Goltug were invited to the meeting in Randjbar and Hajigabul. A community liaison officer personally visited the Goltug farm to take them a copy of the ESIA Addendum, NTS and feedback form.

Table 2 reports the ESIA Addendum disclosure schedule.

Table 2: ESIA Disclosure Schedule

Meeting Location	Schedule
Issue disclosure announcement in the media	12th March, 2014
ESIA disclosure period	27th March, 2014
Lodge the Non Technical summary and draft ESIA Addendum with MENR and MOCT, with local government and PACs	27 th March 2014
Public meetings	
Baku	31 st March 2014
Hajigabul	1 st April 2014
Ranjbar	1 st April 2014
End of disclosure period	14 th April 2014

It was the aim of SCPX to ensure where possible that all stakeholders were informed of the publications/information, had access to the material and had adequate time to reflect on the proposals and formulate their responses. Prior to changes in the draft ESIA Addendum report being finalised and the release of responses to stakeholders, internal approval of any additional commitments was confirmed by SCPX managers.

4 RESOURCES AND RESPONSIBILITIES

The proposed roles and responsibilities within the BP/SCPX organisation for SCPX Project stakeholder consultations are outlined in Table 3 and supported by SCPX.

Table 3: PCDP Resources and Responsibilities

Stakeholder Group	Responsibility
National and local governmental stakeholders	AGT Region Regulatory Compliance and Environment, S & OR, Communication and External Affairs (C&EA)
PACs	AGT Region Communication and External Affairs (C&EA) Social Team
International and national NGOs	International NGOs: Communication and External Affairs Team – London (St James Square) AGT Region C&EA, External Affairs Team for international NGOs in-country representative offices National NGOs: AGT Region C&EA, External Affairs Team
Media	AGT Region C&EA, External Communications Team
Scientific community	AGT Region Regulatory Compliance and Environment, S & OR
Diplomatic missions and international organisations	Diplomatic missions: AGT Region Communications and External Affairs Team International organisations: Communication and External Affairs Team – London (St James's Square)
BP staff	AGT Region Communications and External Affairs Team, Internal Communications Team
BP SCPX Project partners	SCPX Project/BP General Projects Organisation

5 DATA MANAGEMENT

The SCPX ESIA team have established a stakeholder database that now also includes details of key stakeholders pertinent to the proposed additional section of pipeline; their participation in ESIA Addendum consultations and issues raised. The database allows information to be assembled, collated and analysed, as and when required.

For each stakeholder, the database includes the following data:

- Name
- Contact details
- Stakeholder group (e.g. government, NGO, PAC etc.)
- Primary point of contact
- Primary interests in the SCPX Project and ESIA process
- Level of influence over the ESIA Addendum and Project development
- Nature of issue raised
- Type of contact with the stakeholder (e.g. written communications, face-to-face meeting etc.)
- SCPX/BP Team representative/s who primarily interact with the stakeholder.

The stakeholder database is a dynamic tool. It will be revised and updated throughout the ESIA process.

6 GRIEVANCE MECHANISM

BP has an established mechanism to handle grievances and complaints that has been developed and used with success over more than a decade for the BTC and SCP projects. The SCPX Project will use this grievance mechanism for all aspects of the project, starting with pre-construction surveys and land acquisition and throughout project construction (please note that comments on the draft ESIA Addendum report were recorded in the stakeholder database). This is provided in detail in the SCPX Final ESIA.

7 REPORTING

At the end of the ESIA Addendum process, a close-out report on the consultation process will be issued. This report will review the consultations and communications activities conducted; levels of stakeholder participation; the issues discussed and outcomes; and the extent to which stakeholder issues, priorities and concerns are reflected in the ESIA addendum report. Lessons learned will also be incorporated where applicable.

This consultation report is included in Appendix C2 of the Final SCPX ESIA Addendum.

APPENDIX A: LIST OF ADDITIONAL PACS AND PAC CONSULTATION MEETING CLUSTERS AND DATES

Zone	Region	District	PAC	SCPX KP Name	Consultation Date
EAST	HAJIGABUL	HAJIGABUL	Hajigabul City	29	18/03/14
	HAJIGABUL	HAJIGABUL	Ranjbar	17	18/03/14
	HAJIGABUL	HAJIGABUL	Pirsaat	20	18/03/14
	ABSHERON	ABSHERON	Goltug	0	19/03/14

APPENDIX B: COMMUNITY LEAFLET



South Caucasus Pipeline (SCP) Expansion in Azerbaijan

BP, on behalf of the SCP Company, is planning to develop an expansion to the South Caucasus Pipeline (SCP), which has been operating since 2006.

It is planned that some new sections of pipeline and associated facilities will be constructed in both Azerbaijan and Georgia. BP has already received conditional approval from the Government of Azerbaijan to construct a pipeline from Hajigabul to the Georgian border, primarily in following the existing SCP route. There will also be above ground facilities, such as a pigging station at the start of the pipeline and five valves. Changes are proposed to the current Project to reduce the pipeline diameter to 48" and extend the SCPX pipeline by an additional 34km eastwards towards the coast. The additional 34km pipeline extension means the pigging station will be re-located from KP57 to KP23.

Construction works on the additional pipeline sections will begin in 2015 and operations are expected to begin in 2018.

Pipeline

The pipeline will avoid populated areas; it will be buried and the land will be restored. The pipeline and the associated facilities will be built to international standards. During the construction period, and continuing into operations, there will be a programme of regular monitoring and reporting to ensure that everything is working well.

Land requirements and compensation arrangements

Special provisions will be made to protect the interests of owners or users of land to be

affected during construction. As with previous pipelines, land will be acquired and compensation paid, in line with international good practice. Land acquisition will take place before construction of the pipeline, and will involve consultation with all those affected by land acquisition.

About this leaflet

This leaflet is part of BP's public consultation and information programme in Azerbaijan. This consultation programme is part of an overall Environmental and Social Impact Assessment (ESIA) Addendum Study for the SCP



Expansion. Further opportunities to provide comment through consultation will be advertised in the future.

About the Environmental and Social Impact Assessment (ESIA) study

The ESIA Addendum Study will be carried out in accordance with international natural gas pipeline industry practice. Its purpose is to assess and manage the impacts of the pipeline and associated facilities, and to establish a framework for consultation about the project and its impacts. Consultation will be undertaken with local people, local authorities and community groups and will help BP to plan the routing, design, construction and operation of the pipeline and associated facilities. The aim is to ensure, to the extent practical, that any adverse impact is minimised and benefits are realised. The ESIA Addendum will also be used by the Government of Azerbaijan to make decisions about issuing supplementary approvals for the additional sections of pipeline

About the Disclosure of Information and Consultation

The ESIA study will involve a programme of initial consultations with governmental and

community leaders and other stakeholders in towns and villages near the proposed sections of pipeline.

When the draft ESIA Addendum Report is prepared, in 2014, it will be available locally for public review in locations to be defined. Then, there will be a series of public meetings to enable local people to express their views and make comments on the draft ESIA Addendum Report.

Contact:

BP Community Liaison Officers:

Garadagh, Absheron, Hajigabul, Agsu, Kurdamir

Phone (+994 55): 225 02 51/225 02 45

Ujar, Agdash, Yevlakh, Goranboy

Phone (+994 55) 225 02 57/225 02 54

Samukh, Shamkir, Tovuz, Agstafa

Phone (+994 55) 250 58 31/225 02 60

or

<http://www.bp.com/caspian/contactus>

Your Input

A series of initial consultation meetings will be organized soon. If you have any comments, views and opinions, about the proposed project or its potential impacts, that you wish to see considered as part of the ESIA Addendum, please present them at your local government office or the existing BP Community Liaison Officers, verbally or in writing, and they will be submitted to the team implementing the ESIA Addendum. In this way you will help us to ensure that all the views of local residents are considered in the design and planning of the pipeline.

Please submit your comments, views and opinions within 5 days of receiving this leaflet.

About BP

BP is one of the world's leading international oil and gas companies, with operations in over 80 countries around the world. BP has been operating in Azerbaijan since 1992 under a number of Host Government Agreements and Production Sharing Agreements signed with the government of Azerbaijan. In Azerbaijan, our main activities are the exploration and production of oil and gas and their transportation.

APPENDIX C: DISCLOSURE ANNOUNCEMENTS



BP as the Operator of the South Caucasus Pipeline (SCP) project advises that the draft Environmental and Social Impact Assessment Addendum (ESIA Addendum) document for the South Caucasus Pipeline Expansion project (SCPX) in Azerbaijan has been produced and is available for public review and comment.

The document examines the potential environmental and social impacts of an additional 34 kilometers of pipeline loop extending east from the approved SCPX project and describes recommended mitigation measures. The additional section of pipeline will be routed parallel to the existing SCP and Baku–Tbilisi–Ceyhan (BTC) pipelines for much of its length. The intermediate pigging station will be re-located to the new start point of the pipeline loop in Azerbaijan at SCPX KP0 (SCP KP 23).

The ESIA Addendum document and an accompanying non-technical summary have been produced in the Azerbaijani and English languages. These are available for review from the 27th March, 2014.

Copies of these documents are placed in the following sites in Baku for public review:

- M.F. Akhundov Central Public Library, 29 Khagani Street
- Scientific Library of the National Academy of Sciences, 31 H.Javid Avenue.
- Aarhus Environmental Information Center, MENR, 100 B. Agayev Street
- International Eco-Energy Academy, 5 Mammad Arif Street
- Baku Education Information Centre, 40 J. Jabbarli Street, 2nd Floor
- The Azerbaijan State Oil Academy, 20 Azadlig Avenue
- BP Azerbaijan Offices' receptions:
 - o BP office, Xazar centre, 153 Neftchilar street, Baku, 1010
 - o Landmark, Business Center 3, 90 A Nizami street, Baku AZ1010.

Copies of the documents are also placed in the following sites outside of Baku for public review:

Hajigabul

- Heydar Aliyev Centre, I.Gaibov Str.,
- Cultural House, H Aliyev Str., 29.

Randjbar

- Municipality office

Pirsaat

- Pirsaat village secondary school

BP welcomes all comments on the draft ESIA Addendum. Please tell us what you think through visiting our web-site at www.bp.com/caspian or emailing to scpxaz@bp.com, or through completing the feedback form provided with the above documents. Please send the completed forms to:

**Nigar Nuriyeva, Communication & External Affairs, Baku, Azerbaijan,
14th floor, 153 Neftchilar avenue, Baku 1010**

Please submit your comments by 14 April, 2014. Substantive comments will be carefully considered and addressed as far as is possible.

For further information please contact:

Nigar Nuriyeva at BP Azerbaijan. Tel.: [994 12] 599 3000

APPENDIX D: ESIA DISCLOSURE MEETINGS POSTER



BP Holds a Public Meeting

BP as the Operator of the South Caucasus Pipeline (SCP) project advises that public meetings will be held on the Environmental and Social Impact Assessment (ESIA) document for the South Caucasus Pipeline Expansion project (SCPX) in Azerbaijan.

Public meetings will be held in Baku, Hajigabul region, and Ranjbar village (Hajigabul region) at the following address and time.

Baku 31th March, 2014 From 14:00-17:00 JW Marriott Absheron Baku Hotel 4th floor Hovsan I, II	Hajigabul region 1 st April, 2014 10.00 am The Ex-com building Heydar Aliyev Avenue	Ranjbar village (Hajigabul region) 1 st April, 2014 14:00 The Ranjbar secondary school
--	---	--

BP invites all stakeholders and the public to attend. Presentations will be made by BP, and questions and comments from the audience will be welcome.

BP welcomes all comments on the draft ESIA Addendum, copies of which are available for public review at earlier announced locations in Baku and regions.

Comments can be provided by visiting our web-site at www.bp.com/caspian or emailing to scpxaz@bp.com, or reading the documents and writing to:

Nigar Nuriyeva, Communication & External Affairs, Baku, Azerbaijan, 14th floor, 153 Neftchilar Avenue, Baku 1010

Please submit your comments by the 14 April, 2014. Substantive comments will be carefully considered and addressed as far as possible.

For further information please contact:
Nigar Nuriyeva at BP Azerbaijan. Tel.: [994 12] 599 3000

APPENDIX E: ESIA ADDENDUM FEEDBACK FORM



Feedback Form SCPX ESIA Addendum



We welcome all comments on the proposed SCPX ESIA addendum as outlined in the accompanying leaflet. Tell us what you think by completing this form and returning it to your local BP Community Liaison Officer (CLO).

Please submit your comments by the 14th April, 2014. Substantive comments will be carefully considered and incorporated into the draft Environmental and Social Impact Assessment (ESIA) addendum as required. However, we will not be able to respond individually to those who fill in this form. The final ESIA addendum will be available on www.bp.com/caspian and will include a record of comments received and responses

Thank you for taking the time to send us your comments.

Name:	District or Region and Community:
Telephone No:	Date:
Address:	

It would be helpful for us to have these contact details. All your comments will be considered whether or not you provide these details.

If you have any comments or concerns about the draft ESIA or the disclosure process, please write them below. Please refer to a specific section in the ESIA where relevant.

ESIA Section	Comment

Office use only:
Reference No:

Date received: