

**Stakeholder Engagement Report**

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The purpose of this document is to gather results of the Stakeholder Engagement that has been conducted by potential CO2 Removal Suppliers of Puro.earth. It is subdivided into the three following sections:

* 1 – Stakeholder invitations
* 2 – Verbal consultation
* 3 – Text-based consultation

Please fill in section one in any case, and, depending on your selected means of Stakeholder Engagement, either section two or section three.

1 – Stakeholder invitations

**1.1. Invitation table**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of invitee** | **Organization / Stakeholder type** | **Gender (m/f/d/no information)** | **Date of invitation**  | **Method of invitation** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*(To add rows, right-click the lowest click “insert” and click “insert below”)*

**1.2. Sample invitation (may also be inserted as a screenshot):**

*Your answer here*

**1.3. Were any stakeholders not invited although they are listed in para 3.1 of the Stakeholder Engagement Requirements and so relevant that they should clearly have been invited? If so, please provide justification:**

*Your answer here*

2 – Verbal consultation

Please fill in this template if your Stakeholder Engagement was based on verbal feedback (e.g., webinar or physical meeting)

**2.1 Date or period of consultation:**

**2.2. Table of hosts:**

|  |  |  |
| --- | --- | --- |
| **Name of host** | **Organization**  | **E-mail address**  |
|  |  |  |
|  |  |  |

**2.3. Table of participants:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of participant** | **Organization / Stakeholder type** | **Gender (m/f/d/prefer not to say)** | **E-mail address**  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**2.4. Duration of webinar (in minutes):**

**2.5. List of received live-feedback and live-answers during webinar (bullet points are sufficient if they accurately reflect true content):**

|  |  |  |
| --- | --- | --- |
| **Comment (stakeholder)** | **Gender of stakeholder** | **Answer (CO2 removal supplier)** |
|  |  |  |
|  |  |  |

 **2.6. In case the feedback indicates that alterations must be made to the project’s design, please summarize the content of those comments and how you will address them. If you decide not to alter project design despite the feedback, please provide a justification:**

*Your answer here*

**2.7. In case any relevant stakeholders could not take part in the public comment period due to reasons such as lack of mobile access or physical disability, please describe and summarize how you engaged with them, what their feedback was, and how you will react to it. If you decide to not alter project design although the comments indicate so, please provide a justification:**

*Your answer here*

3 – Text-based consultation

Please fill in this template if your Stakeholder Engagement was based on written feedback (e.g., comments on a website or emails).

**3.1. Date or period of consultation:**

**3.2. Number of comments submitted:**

**3.3. Table of addressed public comments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Comment of stakeholder** | **Answer from CO2 removal supplier** | **Name of stakeholder** | **Organization** | **E-mail address**  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**3.4. In case the feedback indicates that alterations must be made to the project’s design, please summarize the content of those comments and how you will address them. If you decide not to alter project design despite the feedback, please provide a justification:**

*Your answer here*

**3.5. In case any relevant stakeholders could not take part in the public comment period due to reasons such as lack of mobile access or physical disability, please describe and summarize how you engaged with them, what their feedback was, and how you will react to it. If you decide to not alter project design although the comments indicate so, please provide a justification:**

*Your answer here*