

# STAKEHOLDER ENGAGEMENT PLAN (SEP)

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**baltica2** | by PGE  
& Ørsted



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#### ACRONYMS:

CCL	Citizens Climate Lobby
CHA	Critical Habitat Assessment
CTV	Crew Transfer Vessel
EIA	Environmental Impact Assessment
ESAP	Environmental and Social Action Plan
GNW	Wind-Powered Municipality
ITP	Integrated Project Team
JV	Joint Venture of PGE and Ørsted
LRF	Livelihood Restoration Framework

LRP	Livelihood Restoration Plan
NPS	National Power System
NTS	Non-Technical Summary
O&M	Operating and Maintenance
OnS	Onshore substations
OTS	Onshore Transformer Station
OWE	Offshore Wind Energy
OWF	Offshore Wind Farms
PIMEW	Polish Offshore Wind Industry Chamber
PSE	Polish Transmission System Operator
QHSE	Quality, Health, Safety and Environment
RES	Renewable Energy Source Office
SEP	Stakeholders Engagement Plan
SPV	Special purpose vehicle

## 1. Introduction:

## 1.1 Background

This document presents the Stakeholder Engagement Plan for the project, which consists of the following elements:

a) construction, commissioning and operation of the Baltica Offshore Wind Farm, executed by PGE Baltica Sp. z o.o., a subsidiary of PGE Polska Grupa Energetyczna, together with the Ørsted partner. The Baltica Offshore Wind Farm consists of two stages – Baltica 2 and Baltica 3 – covering the offshore part and onshore grid connection infrastructure enabling power output. Due to the two-stage nature of the Baltica Offshore Wind Farm project, the Baltica 2+3 name used further for this document is also used in the marketing activities. The 50/50 joint venture agreement between PGE and Ørsted was finalized in May 2021. The division of responsibilities between the partners has been divided into tasks in the scope of Offshore (Ørsted) and Onshore (PGE Baltica). The project is managed by the Integrated Project Team (ITP), headed by two ITP leaders – one from PGE Baltica, the other from Ørsted.

b) construction of an operation and maintenance base as a project implemented by PGE Baltica to support the Baltica 2 project and future offshore wind farms in their operation phase together with a competence center for the training of future technical staff.

PGE Baltica Sp. z o.o. was established in January 2019 as the company responsible for the implementation of the Offshore Program of the PGE Capital Group. PGE Polska Grupa Energetyczna SA is the owner of PGE Baltica and SPVs. The Offshore Program assumes the construction of two offshore wind farms with a total capacity of up to 2.5 GW by 2030, and another one with a capacity of 0.9 GW after 2030 (Figure 1).

## PGE Group offshore projects

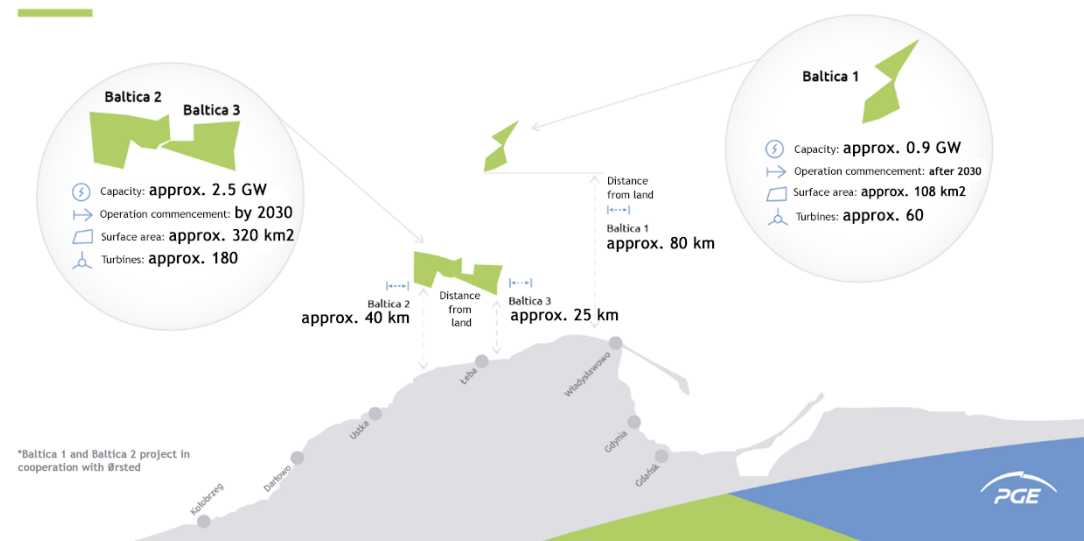


Figure 1: Example of PGE Baltica information material prepared for local stakeholders

## 1.2 SEP scope

The Stakeholder Engagement Plan (SEP) is a document that defines commitments and strategy for stakeholder engagement of PGE and Ørsted in activities during organizational and design preparation, as well as during planned construction works related to the investment of construction and development of the Baltica Offshore Wind Farm.

The Stakeholder Engagement Plan was developed in accordance, among others, with International Finance Corporation PS 1 – Assessment and management of environmental and social risks and impacts, European Investment Bank E&S Standard 2 –

Stakeholder Engagement and European Bank for Reconstruction and Development Performance Requirement 10 – Information Disclosure and Stakeholder Engagement and principle 5 – Stakeholder Engagement of Equator Principles IV.

The project consisting of the Baltica 2 Offshore Windfarm (the “Project”) has been designed to be developed in accordance with applicable national environmental and social laws and regulations, including applicable European Union law as implemented in Polish law. The competent authorities have granted to the Project the environmental decisions (the “Environmental Decisions”) following Environmental Impact Assessments (“EIA”), prepared in accordance with the requirements of Polish laws and regulations. These Environmental Decisions contain conditions and requirements ensuring that the Project will comply with Polish laws and the *acquis communautaire* of the European Union, as transposed into Polish law during its implementation and operating phases.

The Project is expected to be financed, amongst others, by the European Bank of Reconstruction and Development (“EBRD”), at least one export credit agency (“ECA”) and Equator Principles Financial Institutions (“EPFIs”). In order to be considered for financing by these potential lenders, the Project shall be required to comply with specific, additional requirements derived from each respective lenders’ “Environmental and Social Standards”, including the benchmarks of the Equator Principles (“EP IV”), the IFC Performance Standards (“IFC PSS”) and the EBRD Performance Requirements (“EBRD PRs”), which are additional to the requirements identified by the EIA and the competent Polish authorities’ “Environmental Decisions”.

Actions required to ensure the Project is developed in line with these additional requirements (which the Project’s promoter has committed to implement) are presented in the Environmental and Social Action Plan (the “ESAP”).

All projects financed by EBRD shall be structured to meet the requirements of the EBRD *Environmental and Social Policy (2019)* which includes ten Performance Requirements (PRs) for key areas of environmental and social sustainability that projects are required to meet, including PR10 Information Disclosure and Stakeholder Engagement. In addition, EBRD’s *Independent Project Accountability Mechanism* (IPAM), as an independent last resort tool, aims to facilitate the resolution of social, environmental and public disclosure issues raised by Project-affected people and civil society organisations about EBRD financed projects among Project stakeholders or to determine whether the Bank has complied with its ESP and the Project-specific provisions of its *Access to Information Policy*; and where applicable to address any existing non-compliance with these policies, while preventing future non-compliance by the Bank.



It should be emphasized that all obligations of the Stakeholder Engagement Plan are subject to the main objectives of the company's activity as the construction and operation of the grid connection infrastructure in the Choczewo municipality and the service center in the onshore port in Ustka and the role of this entity in the construction and future operation of offshore wind farms on the Baltic Sea.

### 1.3 SEP objectives

A general objective of this document is to define the stakeholder engagement plan, including with respect to public disclosure of information and consultations during the entire project cycle. The plan defines methods to be applied by PGE Baltica in order to build and maintain relationships with stakeholders. The plan also includes a mechanism by which the representatives of local communities may express their opinions, feedback or doubts concerning the project and all actions related to the project.

The engagement of the local community is of fundamental importance for the project's success, in order to provide smooth cooperation between the project personnel and local communities and to minimize and mitigate environmental and social risks related to the proposed project actions.

Key objectives of the Stakeholder Engagement Plan may be summarized as follows:

- Provision of guidelines concerning stakeholder engagement so that it meets the standards of the Best International Practices;
- Identification of key stakeholders the project pertains to and/or who can have impact on the project;
- Definition of the most efficient methods and timelines allowing the provision of necessary information about the project and contributing to regular, accessible and transparent consultations;
- Development of a stakeholder engagement procedure that enables them to influence the planning and designing the investment;
- Establishment of formal mechanisms for lodging complaints and their examination;
- Definition of roles and duties related to the implementation of the Stakeholder Engagement Plan;

- Indication of methods of reporting and monitoring to ensure appropriate execution of the Stakeholder Engagement Plan and its periodical revisions.

## 1.4 Project description

The project includes the construction of the Baltica Offshore Wind Farm with a total capacity of up to 2.5 GW. The implementation is planned in two stages: construction of the first stage – Baltica 2 with the capacity of approx. 1.5 GW and Baltica 3 stage with the capacity of approx. 1 GW. Its surface area will be a total of 320 km<sup>2</sup> – 190 km<sup>2</sup> for Baltica 2 and 130 km<sup>2</sup> for Baltica 3. The commissioning of Baltica 2 is planned for 2027, and Baltica 3 for 2030 (Figure 2).

The location of the future Baltica 2+3 project is located in the maritime area of the Republic of Poland, including: in the exclusive economic zone, on the territorial sea and internal sea waters, and in its onshore part in the Choczewo municipality area (Wejherowo district, Pomorskie voivodship). The Baltica 2+3 Offshore Wind Farm will be constructed in the Polish part of the Baltic Sea between Łeba and Ustka. The distance from the nearest wind turbines to the shore will be at least 25 km. The onshore infrastructure necessary for the project offshore part operation will be located in the Choczewo municipality. Both stages of the Baltica 2+3 OWF have location decisions (permits for erection and use of artificial islands, structures and devices), environmental decisions for the offshore and onshore transmission parts, connection agreements to the transmission grid with the operator, as well as obtained the right to a contract for difference (CfD).

As part of the Baltica 2+3 project, implemented with Ørsted, PGE is responsible, among others, for the construction and operation of the maintenance base that will operate during the operation phase of the offshore wind farms. The offshore wind farms will require continuous monitoring and maintenance, therefore, it is planned to build a service center in their vicinity, with the necessary infrastructure and logistics facilities. The south-western part of the port of the town of Ustka was selected for the location of this project. The base shall constitute technical and storage back-up facilities for service crews. It will include, among others, a storage of spare parts and tools necessary for servicing offshore wind farms, parking places of service vessels, as well as office and amenity rooms. The base will also coordinate intervention and routine maintenance works. On the premises of the service center,

it is also planned to build the Offshore Wind Energy Competence Center, where, among others, future service technicians will be trained.

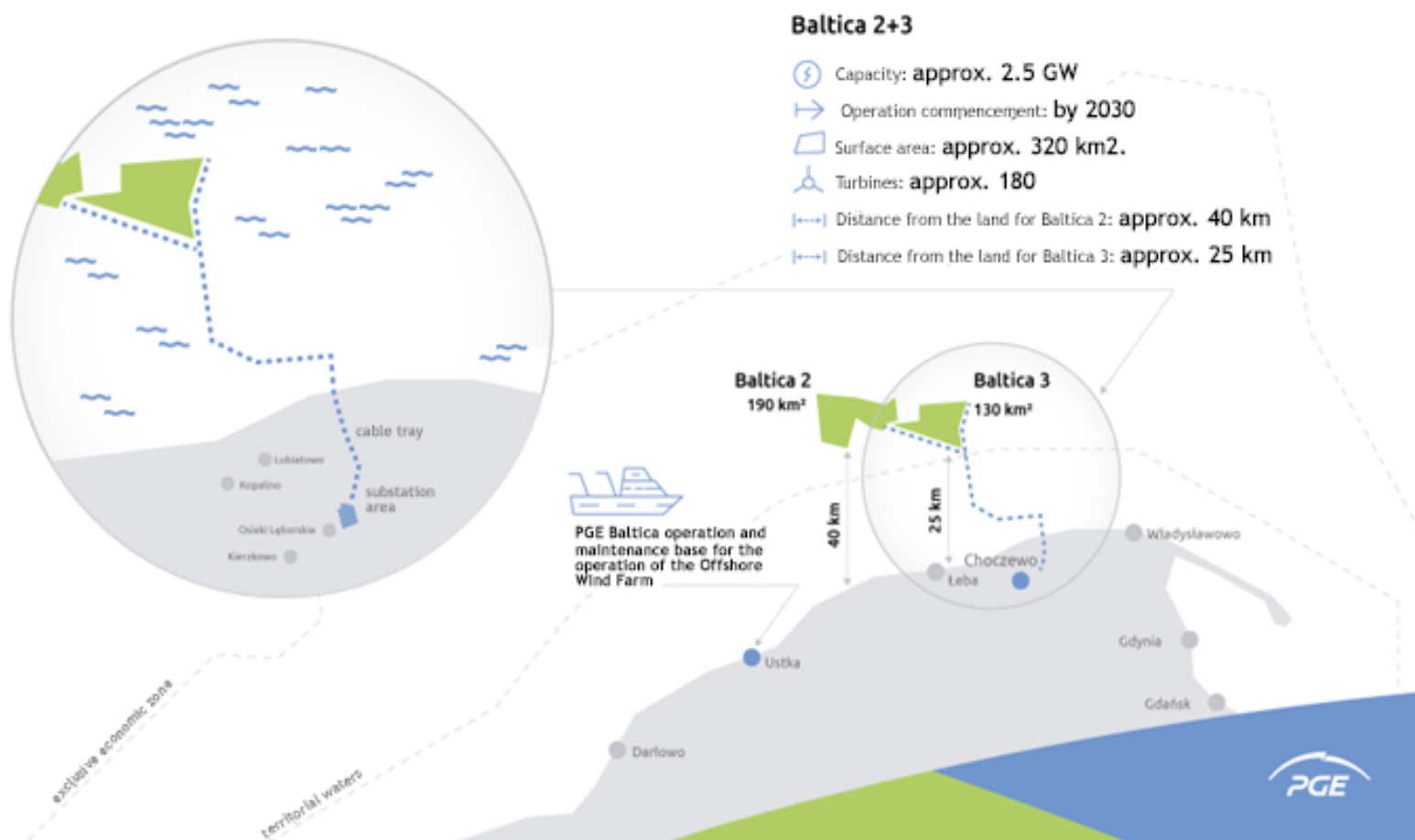


Figure 2: General information about the Baltica Offshore Wind Farm

#### 1.4.1. Description of the construction of the grid connection infrastructure for the Baltica 2+3 project in Choczewo

The project in question is the construction and operation of the Grid Connection Infrastructure for Baltica 2+3. The purpose of the project implementation is to enable power output from Baltica 2+3 to the National Power System (NPS). The Onshore Transformer Station (OTS) is the extra high voltage station (Figure 3). It is the final element of the wind farm grid connection. The main task of the OTS will be to transform voltage and introduce power from the wind farm to the power system.

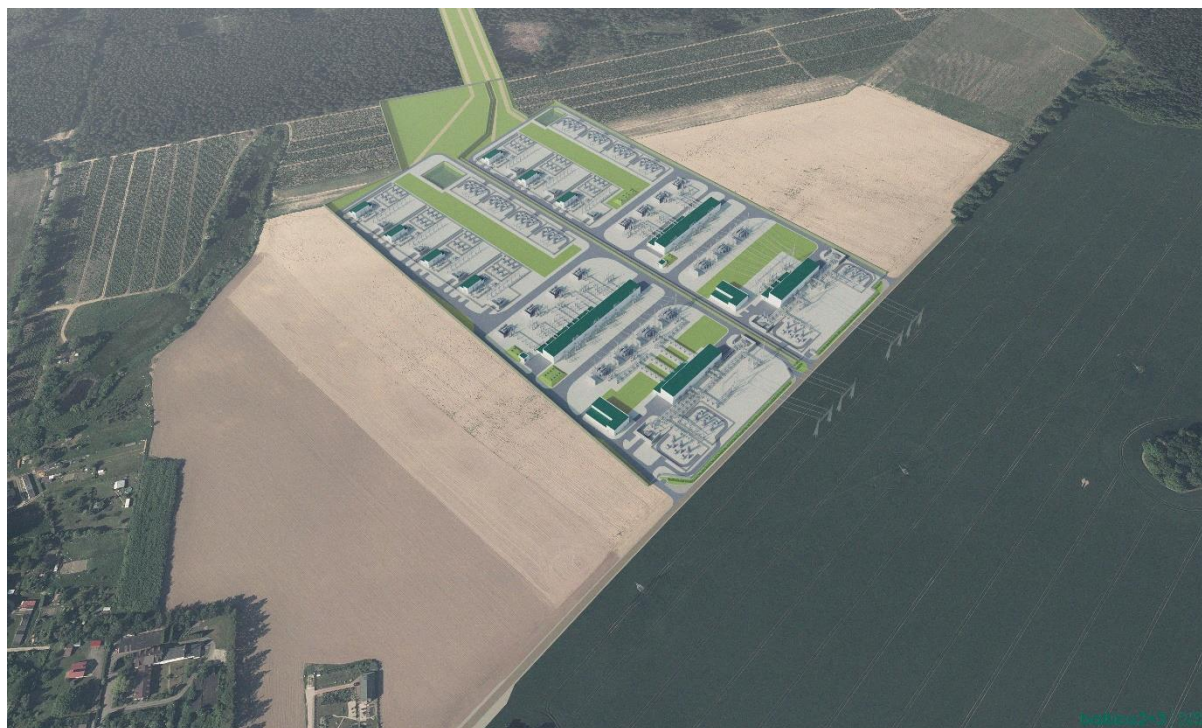


Figure 3: Overview visualization of the grid connection infrastructure for the Baltica 2+3 Offshore Wind Farm in Osieki Łęborskie

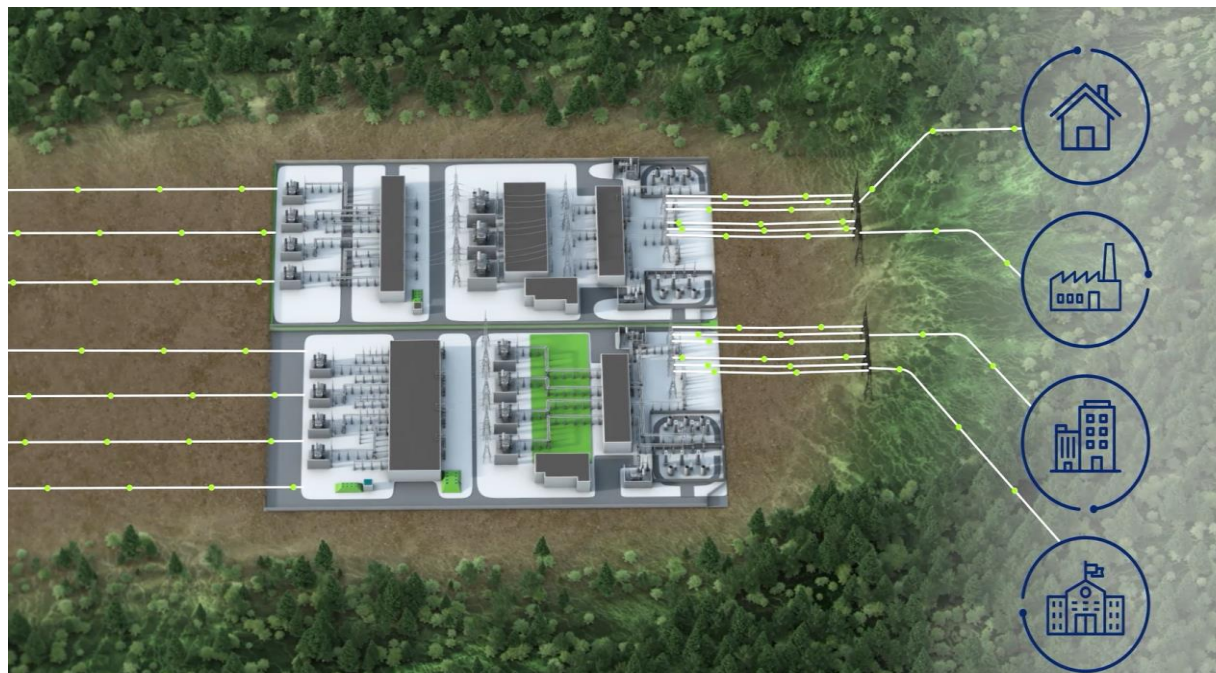


Figure 4: Overview visualization of the grid connection infrastructure for the Baltica 2+3 Offshore Wind Farm in Osieki Łęborskie

Baltica 2+3 will be connected by cable lines, routed in a common cable tray, with customer substations (OnS), from which electricity after transformation will be transmitted via busbar trunkings with a rated voltage of 400 kV to the designed Choczewo substation (Figure 4).

The main components of the project will be:

- connections of offshore cable lines with accessories;
- connections of offshore and onshore cable lines located onshore (individual cable lines will be connected with each other in underground “wells” located in the area of the construction site for drilling);



- onshore power cables with fiber optic cable lines;
- connections of onshore cable lines with accessories;
- onshore substations (customer OnSs) with infrastructure necessary for proper functioning;
- busbar trunkings for grid connection of onshore substations (OnS) with the NPS of the transmission system operator PSE S.A.;
- service roads between the sea-land drilling pits and the OnS;
- access road to the substations.

The construction and operation area of the Baltica 2+3 OWF is located in the maritime area of the Republic of Poland, including: in the exclusive economic zone, on the territorial sea, on the internal sea waters, and onshore – in the area of the Choczewo municipality (Wejherowo district, Pomorskie voivodship).

The onshore area of the grid connection infrastructure is located in the Choczewo municipality (Wejherowo district, Pomorskie voivodship) (Figure 5). The project companies in charge of Baltica 2 and Baltica 3 execution purchased land from a private owner. Customer substations and busbar trunkings connecting customer substations with the Choczewo substation will be located on the part of the plot currently constituting arable land. The access road to the above-mentioned substation will be located on the plot currently constituting the road plot (cadastral plot No. 21, cadastral district Kierzkowo) and partially on the plot constituting arable land (cadastral plot No. 25/4, cadastral district Kierzkowo). Almost the entire cable tray (except for the buffer zone owned by the Maritime Office in Gdynia) passes through the areas managed by Choczewo Forest District, Szklana Huta Forestry.

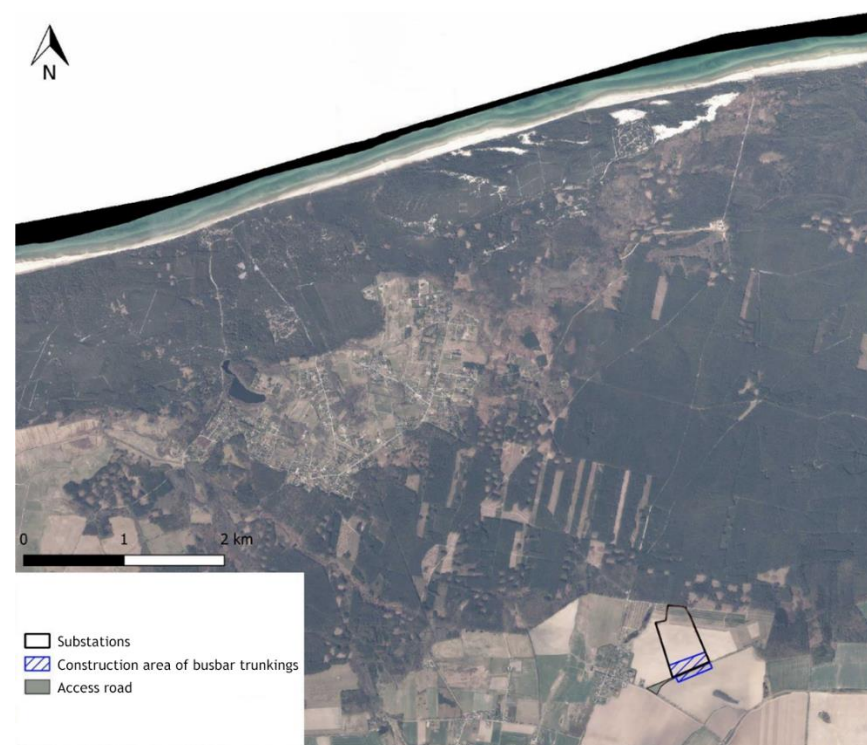


Figure 5: Location of the planned project. Baltica 2+3 OWF – Onshore part

Due to the fact that projects of other operators are carried out in the same part of the Baltic Sea, which will also be connected to the planned substation in Choczewo, in consultation with the Choczewo Forest District, a common design of the route of the grid connection infrastructure through the forest district area was prepared in order to ensure minimization of negative environmental impacts of cable lines of different operators by:

- minimizing the tree clearing area as a result of routing the grid connection infrastructure of various investors in a common cable tray;



- avoiding environmentally valuable areas indicated by the Choczewo Forest District at the stage of making arrangements;
- application of cable technology.

#### 1.4.2. Description of the construction of the service center for offshore wind farms in Ustka

Electricity yield from PGE's first wind farm on the Baltic Sea – Baltica 2 – is expected to start by the end of 2027, and the entire Baltica 2+3 project is expected to be completed by 2030. To this date, an operating and maintenance base and the Offshore Wind Power Competence Centre in Ustka will be completed (Figure 6). The investment was made possible by the decision of the Minister of Infrastructure, in August 2022, to approve the sale of land for the investment. The agreement transferring ownership of the land was concluded in October 2022. They will be built in the south-western part of the port in Ustka, in the area covering a part of the former fish processing plant. The O&M base will serve the purpose of managing and servicing wind farms in the Baltic Sea, while during their construction phase it can be used as an entity supporting the operation of a larger marshalling harbor. The project will allow for handling Baltica 2+3 projects and future projects from the PGE portfolio.



*Figure 6: An indicative visualization of the maintenance base and the PGE Baltica Offshore Wind Power Competence Centre in Ustka*

The maintenance port is a place from which supervision over an offshore wind farm that has been put into operation and over the correctness of the electricity generation process is exercised. Such a place operates 24 hours a day and is ready to undertake at any time necessary actions related to the operation of the wind farm and its particular components. A monitoring center, from which the wind farm operation and weather conditions are monitored, communication and coordination of activities of employees performing tasks on sea are managed, is the pivotal element of the port. The maintenance port also accounts for a supply and logistics back facility, including a warehouse for items that are necessary for uninterrupted operation of offshore wind farms. Specialist crews in the maintenance base work in continuous mode – 24/7/365 – monitoring the operation of offshore wind farms and the condition of onshore and offshore equipment. The base will also constitute a technical and warehousing back facility for service crews, offering, among others, stocks of spare parts and tools necessary for servicing offshore wind farms, berthage for maintenance vessels as well as office and staff rooms. The base will also coordinate intervention and routine maintenance activities. At the port quay, vessels allowing supervision over the operation of wind farms, including maintenance vessels used by employees heading towards the operating area of an offshore wind farm, will moor. Vessels for transporting maintenance personnel are specialist CTV units that, apart from staff, can load all the necessary equipment and reach the offshore wind farm in the shortest possible time.

**The Offshore Wind Power Competence Centre** will be an integral part of the base in Ustka and will allow implementation and development of new technologies for the offshore wind industry. It will also ensure that the employees gain necessary knowledge, competences and experience and will prepare them to obtain authorizations enabling them to work on Offshore wind farms. The Competence Centre will also allow testing and implementing new, innovative technologies related to the offshore wind power. Technical maintenance must be composed of an experienced team of experts having and developing their specialist knowledge as well as being able to work under specific and demanding marine conditions. The operation of the Competence Centre as part of the base in Ustka will favor continuous training of employees and advancing their qualifications together with the development of the sector and its needs.

The PGE Baltica operation and maintenance base in the port of Ustka is tantamount to benefits for the entire Pomeranian region. New jobs will be created, Polish companies, both those involved in operating the port and the Competence Centre and operating as part of a comprehensive supply chain, will enjoy multiple benefits. The investment will also revitalize today's port in Ustka (Figure 7,8,9). The Polish research and scientific area will also develop.



Figure 7: A recent photograph of the port in Ustka

The operation and maintenance base will be built in the area between the Bohaterów Westerplatte Street (on its eastern side) and the bank of the Słupia river. PGE Baltica has already begun working on the most optimal land development concept.

Reconstruction of the quay is planned in a manner that allows using some of the area by the technical staff already at the offshore wind farm construction stage. In line with the schedule, the first construction works will begin in 2024. The maintenance center will commence its operation in 2026.

A comprehensive inventorying of the condition of the existing port area, comprising several volumes of documentation, has been prepared for PGE Baltica by Antea Polska S.A., a company specialized in engineering and environmental consulting services. The facilities subject to inventorying includes buildings and typical harbor elements, including quays, former manufacturing halls and buildings of the so-called old and new fishing nets manufacturing plant. The contractor has performed soil examinations that have not indicated any land contamination. It has also gathered documentation necessary to apply for a permit to commence demolition works. The Competence Centre will be located in the very characteristic, historic building of the old fishing nets manufacturing plant.



*Figure 8 and 9: A recent photograph of the port in Ustka*

Another entity rendering services commissioned by PGE Baltica is Wuprohyd design studio from Gdynia, which specializes in designing harbor infrastructure and hydrotechnical structures. The contractor will implement the design of a complex of office and staff facilities and a spare parts warehouse, together with land development and complete ground and underground infrastructure (including electrical, telecommunication and sanitary systems) representing the components of the future operation and maintenance base. The project team will also perform, among others, surveys on land, in water and in laboratories, aimed at allowing the adjustment and redevelopment of quays to cater for the needs of the base. The effect of multi-variant analyses will be a set of design documentation allowing the commencement of the tender procedure for the selection of a general contractor for construction works.



Out of the three land development concepts, taking account of the division of real property into individual functions, the one that allows it best to adapt the harbor area to the needs of maintaining offshore wind farms, while at the same time inscribing into the current harbor development and its tourist features, has been selected. Construction works in the area of the future maintenance base are planned to begin in 2024.

The harbor area in the western part of Ustka will change its face in the years to come. The investment in the operation and maintenance base will enliven the harbor area that has been unused for several dozen years. Modern infrastructure necessary for smooth operation of the maintenance center will be built in place of a former fish processing plant. PGE Baltica employs reliable and experienced Polish companies that demonstrate top competences in tender procedures to prepare the construction of the center. Subsequent tenders will select, among others, the general contractor of the project. It will offer another opportunity for regional enterprises to participate in the construction of one of the projects related to offshore wind farms.

## 2. PROJECT STAKEHOLDERS:

### 2.1 Means of stakeholder identification

Cooperation with project stakeholders in a transparent, systematic, and non-discriminatory manner brings a number of benefits for the project – among others, transparency and stakeholder involvement increase confidence in the project; the involvement of those affected by the project makes it possible to improve the project at the planning and implementation stage; access to important sources of information and data.

Community representatives can provide a helpful insight into local circumstances and act as the main channels for distribution of project-related information and as the main communication link between the project and the target communities and their established networks. The legitimacy of such representatives may result both from their officially elected status and from their informal and widely supported position in the community, which allows them to act as central contact points in the interaction of the project with its stakeholders. Examples of eligible stakeholder representatives include, but are not limited to, groups such as:

- elected representatives of local authorities and other organizations of community activity;
- leaders of informal or traditional social institutions such as, for example, village leaders;
- non-elected leaders, who enjoy broad recognition in their community, such as chairpersons of local think tanks, committees, local cooperatives, etc.;
- leaders of social organizations, local NGOs and women's groups;
- the elderly or veterans of the community concerned;
- religious leaders, including those representing local faiths;
- teachers and other respected people in local communities, etc.

Verification of stakeholder representatives (i.e. the process of confirming that they are legal and true spokespersons of the community they represent) remains an important task in engaging with representatives of the community. The legitimacy of the community representatives can be verified by informally speaking to a random sample of community members and listening to their views on who can represent their interests in the most effective way.

Project Stakeholders can be divided into three main groups<sup>1</sup>:

- **The main category of stakeholders**, who are directly responsible for making decisions concerning or affecting the project,
- **Stakeholders directly affected by the project** (both positively and negatively),
- **Stakeholders, who may have an interest in or influence the project.**

## 2.2 Stakeholder engagement methodology

To meet the requirements of best practices, PGE Baltica will apply the following stakeholder engagement rules:

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<sup>1</sup> Source: Meaningful Stakeholder Engagement; [ebrd.com](http://ebrd.com)

- **Openness:** social consultations concerning the project will be conducted in an open manner, free of external manipulation, interference, coercion or intimidation;
- **Informed participation and feedback:** information will be delivered and disseminated among all stakeholders in an appropriate and comprehensible form. Opportunities for receiving feedback from stakeholders, analyzing comments and concerns as well as appropriate reacting to them will be granted;
- **Inclusion and sensitivity:** stakeholder identification is undertaken to support better communication and build lasting relations. The process of participating in projects is inclusive. All interested parties are encouraged to participate in the consultation process and all stakeholders have equal access to information. Sensitivity to the needs of stakeholders is a key principle underpinning the selection of methods of engaging them. Special attention is devoted to particularly fragile groups, especially women, youth or the elderly.

## 2.3 Identification of stakeholders

The process of engaging stakeholders for the PGE Baltica project in Choczewo and Ustka has begun with identification, mapping and analysis. It is expected that this Stakeholder Engagement Plan will help create a stakeholder identification procedure at the national level for the forthcoming stages. It will allow fulfilling the abovementioned obligations (both national and international). For the purpose of stakeholder identification, it is proposed to apply the following criteria adapted to local conditions:

- **Responsibility:** project execution or current actions may entail legal, financial or other obligations of the applicant towards a certain social group;
- **Impact:** a social group can have significant impact on the project execution or current actions;
- **Partnership:** there are possibilities for building partner relations between the project entity and a given social group.
- **Dependence:** project execution may have considerable impact on a given social group, in particular it may have impact on its vital interests of its representatives, if they depend on the project in economic or financial terms;
- **Representation:** a social group may have the right to represent interests with respect to the project or current actions and this right is sanctioned by relevant provisions;



- **Expressed interest:** a given social group and/or natural person may express interest in the project or current actions, in spite of the fact that such a group and/or person might not be directly affected by the planned or current actions.

Stakeholder identification aims at determining which organizations and persons may be directly or indirectly affected (either positively or negatively) or have interests with respect to the project.

Stakeholder identification at the national level is rather general in nature, while more detailed identification will be conducted at the regional level, in Choczewo Municipality and in Ustka. The company has conducted detailed identification and analysis of stakeholder groups based on an in-depth familiarity with the local context and relationships between the stakeholders and PGE in order to understand:

- why each stakeholder group is of significance for the company as well as what is their impact, interest and influence on the project/company actions;
- stakeholder groups that can be diversely or disproportionately affected by the company actions due to their susceptibility to risks and may have different concerns and priorities concerning the impact, mitigating measures and benefits.

## 2.4 List of all categories and groups of stakeholders

Stakeholder category	Stakeholder group
<p><b>National regulatory bodies</b></p> <p>The government is of fundamental political importance for business and/or projects in terms of setting policies, granting permits or other official decisions as well as monitoring and enforcing compliance with Polish regulations at all stages of project lifecycle or operation.</p>	<ul style="list-style-type: none"> <li>• Government of the Republic of Poland <ul style="list-style-type: none"> <li>▪ Key ministries</li> <li>▪ Regulatory institutions</li> <li>▪ Governmental agencies and organizations</li> <li>▪ Business entities with State Treasury participation</li> </ul> </li> </ul>
<p><b>Local government units</b></p> <p>Local authorities are of significance for business activity and/or project as they are responsible for implementing regulations as well as development plans and policies at a municipal or communal level.</p>	<ul style="list-style-type: none"> <li>• Local government authorities <ul style="list-style-type: none"> <li>▪ Other local government bodies</li> <li>▪ Communal and municipal business entities</li> </ul> </li> </ul>

Moreover, within the project execution area, municipal or communal authorities will be affected by the project and will have to be informed about the progress and plans to be able to take account of actions concerning the project in their duties related to policy shaping, regulations and other.

### Local communities

Households and communities that can be directly or indirectly affected by the project. This category covers persons living in proximity to the investment as well as other persons that visit the investment area and can be affected by the project results.

- Local communities (permanent or temporary) that will be affected by the project
- Non-governmental organizations
- Local opinion leaders

### Particularly fragile persons/groups

The project may have impact on particularly fragile groups due to their social or economic situation, lack of employment or access to the seafront.

- Fishermen
- Companies operating in the harbor and on quays
- Entrepreneurs conducting their business activity in the area surrounded by the investment

	<ul style="list-style-type: none"> <li>▪ Tourists</li> </ul>
<p><b>Non-governmental organizations (NGO) and civil society</b></p> <p>Non-governmental organizations that are directly interested in the project and its social and environmental aspects and that may exert influence on the project and/or investment process, either directly or through public opinion.</p>	<ul style="list-style-type: none"> <li>▪ International organizations</li> <li>▪ Organizations with a nationwide outreach</li> <li>▪ Local organizations</li> </ul>
<p><b>Other interest groups</b></p> <p>Local and national media usually have large impact on the project and may be used to influence the perception of the project by stakeholders.</p> <p>Members of the Parliament for whom Ustka is an electoral constituency will also be interested in the course and execution of the investment.</p>	<ul style="list-style-type: none"> <li>▪ Local media</li> <li>▪ Regional media</li> <li>▪ National media</li> <li>▪ Members of the Parliament from constituency no. 26</li> <li>▪ A senator from constituency no. 62</li> </ul>
<p><b>Internal stakeholders</b></p>	<ul style="list-style-type: none"> <li>▪ PGE Baltica employees</li> <li>▪ Ørsted employees</li> </ul>

Groups or persons involved in the preparation and implementation of the project.

- IPT Team
- Future employees of the maintenance base
- Partners involved in the project

### **Business environment**

Enterprises and natural persons directly interested in the project and/or activity of the company, e.g. conducting business activity or rendering services and supplies for the company.

- Contractors and subcontractors (e.g. suppliers of construction, maintenance, consulting and engineering services, suppliers of systems and equipment)
- Potential business partners
- Investors

## 2.5 Stakeholder analysis

In order to develop methods of engaging each category of stakeholders that are efficient and adapted to purposes, a stakeholder analysis and mapping have been conducted so that engagement will be adjusted to stakeholders' interest in the project and/or investment process or probable key issues. Stakeholders will be mapped in observance of the following principles:

**Impact on the project:** the impact refers to authority the stakeholders have with regard to decisions made within the project or having influence on it. Such authority may consist in exercising formal control over the decision-making process or can be informal as, for example, protesting against, blocking or not permitting the continuation of project activities.

**Interests:** interests refer to the relationship between stakeholders and the project; for example, they have or can have something to gain or lose due to the project implementation. Understanding the level of interest shown by different stakeholders can help recognize and explain their motivations and methods of their influencing the project. Stakeholder mapping is an iterative process, resulting in communication tailored to each identified stakeholder group.

All of the stakeholders of the project are listed in section 2.4, but the priority group are these from the Choczewo municipality and city of Ustka, as well as the affected community of fishermen from affected ports due to the project – mainly from Ustka, Łeba and Władysławowo. The local communities from locations mentioned above are the ones towards which the project conducts most activities as part of its environmental and social responsibility.

Sections 2.5.1 and 2.5.2 present a list of key stakeholder groups and related communication methods for Choczewo Municipality and Ustka city.

### 2.5.1. List of key stakeholders and communication methods for Choczewo municipality

Stakeholder category	Stakeholder group	Stakeholders
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			Communication methods and tools for stakeholder engagement
<b>National Regulatory Authorities</b>	<ul style="list-style-type: none"> <li>➤ Government of the Republic of Poland</li> <li>➤ Key ministries</li> <li>➤ Regulatory bodies</li> <li>➤ Government agencies and organizations</li> <li>➤ Economic entities with State Treasury shareholding</li> </ul>	<ul style="list-style-type: none"> <li>➤ Government of the Republic of Poland</li> <li>➤ MPs, senators, European MPs</li> <li>➤ Ministries of: <ul style="list-style-type: none"> <li>○ State Assets</li> <li>○ Climate and Environment</li> <li>○ Infrastructure</li> <li>○ National Defense</li> <li>○ Agriculture and Rural Development</li> <li>○ Interior and Administration</li> <li>○ Development</li> </ul> </li> <li>➤ Parliamentary Infrastructure Commission</li> <li>➤ Parliamentary Maritime Affairs and Inland Navigation Commission</li> <li>➤ Parliamentary Commission on Energy, Climate, and State Assets</li> <li>➤ Parliamentary Commission on the Environment, Natural Resources, and Forestry</li> <li>➤ Senate Commission on National Economy and Innovation</li> <li>➤ Senate Climate Extraordinary Commission</li> <li>➤ Senate Infrastructure Commission</li> <li>➤ Senate Environment Commission</li> <li>➤ Maritime Office</li> </ul>	<ul style="list-style-type: none"> <li>➤ Communication with the authorities takes place in accordance with established procedures compliant with the Polish law.</li> <li>➤ Communication takes place via the following channels: <ul style="list-style-type: none"> <li>○ official letters,</li> <li>○ phone or e-mail,</li> <li>○ official meetings with representatives of the company,</li> <li>○ tenders for the purchase of services or goods,</li> <li>○ public events and meetings.</li> </ul> </li> </ul>
<b>Local administration</b>	<ul style="list-style-type: none"> <li>➤ Local government authorities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Pomorskie Voivodship Governor</li> </ul>	

	<ul style="list-style-type: none"> <li>➤ Other local authorities</li> <li>➤ Communal, municipal and urban economic operators</li> </ul>	<ul style="list-style-type: none"> <li>➤ Marshal of the Pomorskie Voivodship</li> <li>➤ Strategic energy infrastructure attorney at Pomorskie voivodeship office</li> <li>➤ Sejmik (regional council) of the Pomorskie Voivodship</li> <li>➤ Wejherowo Starost</li> <li>➤ Wejherowo Deputy Starost</li> <li>➤ Chairperson of the Wejherowo Council</li> <li>➤ Vice-Chairperson of the Wejherowo District Council</li> <li>➤ Mayor of Choczewo</li> <li>➤ Deputy Mayor of Choczewo</li> <li>➤ Chairperson of the Choczewo Municipality Council</li> <li>➤ Deputy Chairperson of the Choczewo Municipality Council</li> <li>➤ Village Leaders and Councilors of: <ul style="list-style-type: none"> <li>○ Kierzkowo</li> <li>○ Kopalino</li> <li>○ Starbienino</li> </ul> </li> <li>➤ State Forests</li> </ul>	<ul style="list-style-type: none"> <li>➤ Communication with the local authorities shall take place in accordance with established procedures compliant with the Polish law.</li> <li>➤ Communication shall take place via the following distribution channels: <ul style="list-style-type: none"> <li>○ official letters, meetings with representatives of the company,</li> <li>○ phone or e-mail,</li> <li>○ public events and meetings</li> </ul> </li> </ul>
NGOs and civil society	<ul style="list-style-type: none"> <li>➤ International organizations</li> <li>➤ Polish national organizations</li> <li>➤ Local organizations</li> </ul>	<ul style="list-style-type: none"> <li>➤ National Chamber of Fish Producers</li> <li>➤ The Polish Fishermen Association</li> <li>➤ Coastal Association for the Development of Nuclear Energy (commune of Choczewo)</li> <li>➤ "Huzar" Choczewo Recreational and Sporting Association</li> <li>➤ Volleyball Friends' Association "Set" Choczewo</li> </ul>	<ul style="list-style-type: none"> <li>➤ Company website,</li> <li>➤ Formal consultation mechanisms,</li> <li>➤ Meetings,</li> <li>➤ Letters,</li> <li>➤ E-mail,</li> <li>➤ Phone</li> </ul>



- Municipal Society for Sport, Tourism, and Recreation "Latarnik" Choczewo
- "Perkoz" Association of Private Owners of Recreational Homes in Łętówko, Choczewo Municipality
- "Wspólna Przyszłość" Sport, Tourism, Ecology, and Culture Association
- "Wieś Runa Leśnego" Association in Borkowo Lęborskie
- "Agroturystyka w Pradolinie Łeby" Association
- "Perła Bałtyku" Rural Housewives' Club Association
- Voluntary Fire Brigade in Kopalino
- Captain Antoni Rymsza pseudonym "Maks" Association
- "Magiczna Kraina Rycerstwa i Ziół" Association
- "Rodzina Kolpinga" Association in Sasino
- Voluntary Fire Brigade in Sasino
- Voluntary Fire Brigade in Słajszewo
- "Osada Słowiańska – Gród Starbienino" Association
- "Dzikie Plaże" Tourism Development Association
- Stefan Żeromski Commune Centre of Culture and Library
- European Union School and Kindergarten Complex in Choczewo
- School and Kindergarten Complex in Ciekocino
- Tourist Information Center in Choczewo
- Rural Housewives' Club in Choczewko

		<ul style="list-style-type: none"> <li>➤ Rural Housewives' Club in Choczewo</li> <li>➤ Agricultural Circle – Rural Housewives' Club in Gościęcino</li> <li>➤ Agricultural Circle – Rural Housewives' Club in Kierzkowo</li> <li>➤ Rural Housewives' Club in Sasino</li> <li>➤ Agricultural Circle – Rural Housewives' Club in Żelazno</li> <li>➤ Agricultural Circle – Rural Housewives' Club in Jackowo</li> <li>➤ Agricultural Circle – Rural Housewives' Club in Borkowo Lęborskie</li> <li>➤ Rural Housewives' Club in Zwartowo</li> <li>➤ "Mimo Wszystko" Anna Dymna Foundation</li> <li>➤ "Pod Strzechą" Foundation</li> <li>➤ "Promyk Nadziei" Association of People with Disabilities Choczewo</li> <li>➤ "Bałtyckie S.O.S." Association for Defense of Natural Coastal Areas</li> <li>➤ Voluntary Fire Brigade in Choczewo</li> <li>➤ "Carpe Diem Semper" Cultural and Social Association</li> <li>➤ Communal Alcohol Problem Solving Commission</li> </ul>	
<b>Environmental organizations supporting and organizations opposing the construction of wind farms</b>	<ul style="list-style-type: none"> <li>➤ Environmental organizations with international and national coverage</li> <li>➤ Local environmental organizations</li> <li>➤ Organizations and associations which oppose to</li> </ul>	<ul style="list-style-type: none"> <li>➤ Greenpeace</li> <li>➤ World Wide Fund for Nature (WWF)</li> <li>➤ Polish Society for the Protection of Birds</li> <li>➤ Citizens' Climate Lobby (CCL)</li> <li>➤ Lawyers for Earth – ClientEarth</li> <li>➤ Federacja Zielonych "GAJA" Association</li> </ul>	<ul style="list-style-type: none"> <li>➤ Company website</li> <li>➤ Formal consultation mechanisms</li> <li>➤ Meetings</li> <li>➤ Letters</li> <li>➤ E-mails</li> <li>➤ Phone</li> </ul>

	the construction of offshore and onshore wind farms	<ul style="list-style-type: none"> <li>➤ Alliance of Associations Polish Green Network</li> <li>➤ Heinrich Böll Foundation</li> <li>➤ Grand Agro Foundation</li> <li>➤ "Lubiatowska Wydma" Ecology and Tourism Association (currently inactive)</li> <li>➤ "BAŁTYCKIE S.O.S." Association for Defense of Natural Coastal Areas</li> <li>➤ "TAK dla Atomu w Gminie Choczewo" Citizens' Committee</li> <li>➤ Stopwiatrakom.eu</li> </ul>	
Local community	<ul style="list-style-type: none"> <li>➤ Local communities (permanent or temporary) affected by the project</li> <li>➤ Local opinion leaders</li> </ul>	<ul style="list-style-type: none"> <li>➤ Inhabitants of: <ul style="list-style-type: none"> <li>○ Kierzkowo</li> <li>○ Kopalino</li> <li>○ Starbienino</li> <li>○ Lubiatowo</li> <li>○ Osieki Lęborskie</li> </ul> </li> <li>➤ Local opinion leaders <ul style="list-style-type: none"> <li>○ Councilor of Choczewo Municipality</li> <li>○ Vice-Chairperson of the Choczewo Municipality Council</li> <li>○ Councilor of Kierzkowo sołectwo administrative unit</li> <li>○ Councilor of Starbienino sołectwo administrative unit</li> <li>○ Councilor of Kopalino sołectwo administrative unit</li> <li>○ Village Leaders of Kierzkowo, Starbienino, Kopalino, Sasino</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Communication with local residents in connection with the operations and activities of the company shall take place through municipality/commune councilors or other relevant bodies</li> <li>➤ Local communication will focus on routine information disclosure, meetings with representatives, and, where necessary, the use of a complaints submission mechanism.</li> <li>➤ Communication shall be tailored to their specific capabilities and needs, and shall include face-to-face meetings (on-call shifts, meetings, consultations), as</li> </ul>

- Director of the European Union School and Kindergarten Complex in Choczewo
- Director of the School and Kindergarten Complex in Ciekocino
- Voluntary Fire Brigade Directors in Choczewo, Słajszewo, Sasino, and Kopalino
- President of the Volleyball Friends' Association "Set" Choczewo
- President of the Communal Society for Sport, Tourism, and Recreation "Latarnik" Choczewo
- President of the "Perkoz" Association of Private Owners of Recreational Homes in Łętówko, Choczewo Municipality
- President of the "Wspólna Przyszłość" Sport, Tourism, Ecology, and Culture Association
- President of the "Perła Bałtyku" Rural Housewives' Club Association
- President of the Captain Antoni Rymsza pseudonym "Maks" Association
- President of the "Łętowska Dolina" Association
- President of the "Rodzina Kolpinga" Association in Sasino

required, also with possible media involvement

- The community is also informed through national and local information campaigns, which are and will be carried out through the media and direct actions

		<ul style="list-style-type: none"> <li>○ President of the “Osada Słowiańska – Gród Starbienio” Association</li> <li>○ President of the “Promyk Nadziei” Association of People with Disabilities Choczewo</li> <li>○ Management Board of the “Bałtyckie S.O.S.” Association for Defense of Natural Coastal Areas</li> <li>○ President of the “Carpe Diem Semper” Cultural and Social Association</li> <li>○ Vice-President of the Agricultural Circle – Rural Housewives’ Club in Kierzkowo</li> <li>○ President of the Management Board of the “Pod Strzechą” Foundation</li> <li>○ Parish-priests of Choczewo, Sasino, and Zwartowo parishes</li> </ul> <ul style="list-style-type: none"> <li>➤ Owners of the local tourist accommodation and related facilities</li> <li>➤ Tourists</li> </ul>	
Media	<ul style="list-style-type: none"> <li>▪ Local media</li> <li>▪ Regional media</li> <li>▪ General Polish media</li> </ul>	<ul style="list-style-type: none"> <li>➤ Wieści Choczewskie</li> <li>➤ Choczewo24.info</li> <li>➤ Radio Gdańsk</li> <li>➤ TVP Info Gdańsk</li> <li>➤ TTM</li> <li>➤ TVN 24</li> <li>➤ TVP Info</li> <li>➤ Polsat News</li> </ul>	<ul style="list-style-type: none"> <li>➤ Communication with the media will be via the company’s website, press releases and announcements, TV and radio campaigns, articles, and interviews</li> </ul>

		<ul style="list-style-type: none"> <li>➤ Rzeczpospolita</li> <li>➤ Gazeta Wyborcza</li> <li>➤ Gazeta Prawna</li> <li>➤ Onet.pl</li> <li>➤ WP.pl</li> <li>➤ Gazeta.pl</li> <li>➤ I.pl</li> <li>➤ Energetyka 24</li> <li>➤ Zielona Gospodarka</li> <li>➤ Business Insider</li> <li>➤ Biznes Alert</li> <li>➤ CIRE.pl</li> <li>➤ High Voltage</li> <li>➤ Gospodarka Morska</li> <li>➤ Portal Stoczniowy</li> <li>➤ Portal Morski</li> <li>➤ Baltic Wind</li> </ul>	
<b>Non-governmental industry organizations</b>	<ul style="list-style-type: none"> <li>➤ Non-governmental organizations related to offshore wind energy</li> </ul>	<ul style="list-style-type: none"> <li>➤ Polish Wind Energy Association</li> <li>➤ Polish Offshore Wind Energy Society</li> <li>➤ Pomerania Employers</li> </ul>	<ul style="list-style-type: none"> <li>➤ Public events</li> <li>➤ Letters of intent</li> </ul>
<b>Investors in Choczewo Municipality</b>	<ul style="list-style-type: none"> <li>➤ Developers building offshore wind farms on the Baltic Sea</li> <li>➤ Polish Transmission System Operator</li> </ul>	<ul style="list-style-type: none"> <li>➤ PGE Baltica</li> <li>➤ Baltic Power (ORLEN group)</li> <li>➤ Polenergia and Equinor</li> <li>➤ Ocean Winds</li> </ul>	<ul style="list-style-type: none"> <li>➤ Public events</li> <li>➤ Letters of intent</li> <li>➤ E-mail</li> <li>➤ Phone</li> </ul>

## 2.5.2. List of key stakeholders and communication methods for the town of Ustka

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
<b>National Regulatory Authorities</b>	<ul style="list-style-type: none"> <li>Government of the Republic of Poland</li> <li>Key ministries</li> <li>Regulatory bodies</li> <li>Government agencies and organizations</li> <li>Economic entities with State Treasury shareholding</li> </ul>	<ul style="list-style-type: none"> <li>Ministry of Climate and Environment</li> <li>Ministry of State Assets</li> <li>Ministry of Infrastructure</li> <li>Regional Directorate for Environmental Protection</li> <li>Pomorskie Voivodship Governor</li> <li>Parliamentary Infrastructure Commission</li> <li>Parliamentary Maritime Affairs and Inland Navigation Commission</li> <li>Parliamentary Commission on Energy, Climate, and State Assets</li> <li>Parliamentary Commission on the Environment, Natural Resources, and Forestry</li> <li>Senate Commission on National Economy and Innovation</li> <li>Senate Climate Extraordinary Commission</li> <li>Senate Infrastructure Commission</li> <li>Senate Environment Commission</li> <li>Energy Regulatory Office</li> <li>Maritime Authority in Gdynia</li> <li>Port authorities</li> </ul>	<p>Communication with the authorities takes place in accordance with established procedures compliant with the Polish law.</p> <p>Communication takes place via the following channels:</p> <ul style="list-style-type: none"> <li>official letters,</li> <li>phone or e-mail,</li> <li>official meetings with representatives of the company,</li> <li>tenders for the purchase of services or goods,</li> <li>public events and meetings.</li> </ul>

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
Local administration	<ul style="list-style-type: none"> <li>Local government authorities</li> <li>Other local authorities</li> <li>Communal, municipal and urban economic operators</li> </ul>	<ul style="list-style-type: none"> <li>Head of Ustka Municipality</li> <li>Deputy Mayor of Municipality of Ustka</li> <li>Ustka Municipality Secretary</li> <li>Municipality Council of Ustka</li> <li>Board of Senior Citizens</li> <li>Starost of the Słupsk District</li> <li>Słupsk District Council</li> <li>Marshal of the Pomorskie Voivodship</li> <li>Sejmik (regional council) of the Pomorskie Voivodship</li> <li>Strategic energy infrastructure attorney at Pomorskie voivodeship office</li> <li>Municipal companies in Ustka and municipalities/communes of the region</li> <li>Youth City Council</li> </ul>	<p>Communication with the local authorities shall take place in accordance with established procedures compliant with the Polish law.</p> <p>Communication shall take place via the following distribution channels:</p> <ul style="list-style-type: none"> <li>official letters, meetings with representatives of the company</li> <li>phone or e-mail</li> <li>public events and meetings</li> </ul>
Local communities	<ul style="list-style-type: none"> <li>Local communities (permanent or temporary) affected by the project</li> <li>NGOs</li> <li>Local opinion leaders</li> </ul>	<ul style="list-style-type: none"> <li>Residents of Ustka</li> <li>Persons using the port channel,</li> <li>Owners of tourist facilities located in the vicinity of the project</li> <li>Industry and social organizations</li> </ul>	<p>Communication with local residents in connection with the operations and activities of the company shall take place through municipality/commune councilors or other relevant bodies.</p> <p>Local communication will focus on routine information disclosure, meetings with representatives, and, where necessary, the use of a complaints submission mechanism.</p> <p>Communication shall be tailored to their specific capabilities and needs, and shall include face-to-face</p>



Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
			<p>meetings (on-call shifts, meetings, consultations), as required, also with possible media involvement.</p> <p>The community is also informed through national and local information campaigns, which are and will be carried out through the media and direct actions.</p>
<b>Fragile persons/groups</b>	<ul style="list-style-type: none"> <li>Fishermen</li> <li>Companies operating in the port and on quaysides</li> <li>Entrepreneurs conducting business activity in the vicinity of the project</li> <li>Tourists</li> </ul>	<ul style="list-style-type: none"> <li>Fishermen with vessels and using quaysides in the port</li> <li>Companies operating in the vicinity of the project, such as restaurants, bars, shops, sales outlets, vehicle inspection stations, etc.</li> <li>Tourists visiting holiday facilities located in the vicinity of the project</li> </ul>	<p>Once all vulnerable groups and/or individuals have been identified, they will be involved to identify any specific information or consultation needs to address any concerns or impacts.</p> <p>Communication shall be tailored to their specific capabilities and needs, and shall include face-to-face meetings (on-call duties, meetings, consultations), phone and e-mail/traditional mail communication, as required, also with possible media involvement.</p> <p>Special information campaigns for vulnerable groups will be implemented on an ongoing basis and in a manner adapted to current conditions and needs.</p>
<b>Non-governmental organizations (NGOs) and civil society</b>	<ul style="list-style-type: none"> <li>International organizations</li> <li>Polish national organizations</li> <li>Local organizations</li> </ul>	<ul style="list-style-type: none"> <li>Polish Wind Energy Association</li> <li>Ecological organizations, such as Greenpeace, Eko-Unia, Frank Bold, Greenmind, WWF Polska</li> <li>Słowińska Fisheries Group</li> <li>National Chamber of Fish Producers</li> <li>Maritime Institute for Fisheries</li> </ul>	<ul style="list-style-type: none"> <li>Company website</li> <li>Formal consultation mechanisms</li> <li>Meetings</li> <li>Letters</li> <li>E-mail</li> <li>Phone</li> </ul>

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
		<ul style="list-style-type: none"> <li>▪ "Opty Ustka" Water Sports Center</li> <li>▪ "Ustka i Ziemia Słupska" Local Tourist Organization</li> <li>▪ Polish Association of Pensioners, Annuitants, and the Disabled, Ustka District Branch</li> <li>▪ Polski Związek Wędkarski Koło Miejskie w Ustce [Polish Fishing Association Municipal Circle in Ustka]</li> <li>▪ Polski Związek Wędkarski Koło "Moczykij" w Ustce [Polish Fishing Association "Moczykij" Circle in Ustka]</li> <li>▪ Pomorskie Branch of the Association of Polish Marine Artists in Ustka</li> <li>▪ "Ustka" Tourist and Sports Association</li> <li>▪ Stowarzyszenie Życzliwych Ustce [Association of Ustka Well-Wishers]</li> <li>▪ Towarzystwo Przyjaciół Ustki [Society of the Friends of Ustka]</li> <li>▪ Association of War Children in Poland, Ustka Branch</li> <li>▪ Union of Combatants of the Republic of Poland and Former Political Prisoners, Urban-Commune Circle in Ustka</li> <li>▪ Towarzystwo Upiększania Miasta Ustka [Association of Ustka City Embellishment]</li> <li>▪ "Morze" Association of Sea People</li> </ul>	

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
Other interest groups	<ul style="list-style-type: none"> <li>Local media</li> <li>Regional media</li> <li>General Polish media</li> </ul>	<ul style="list-style-type: none"> <li>Goniec Ustecki</li> <li>Ustka, Nasze Miasto</li> <li>TV Słupsk</li> <li>TVP Gdańsk</li> <li>Radio Gdańsk</li> <li>Radio FaMa</li> <li>Polskie Radio Koszalin</li> <li>Radio Vigor FM</li> <li>Głos Dziennik Pomorza</li> <li>Głos Koszaliński</li> <li>Głos Pomorza</li> <li>TVN 24</li> <li>TVP Info</li> <li>Polsat News</li> <li>Rzeczpospolita</li> <li>Gazeta Wyborcza</li> <li>Gazeta Prawna</li> <li>Onet.pl</li> <li>WP.pl</li> <li>Gazeta.pl</li> <li>I.pl</li> <li>Energetyka 24</li> <li>Zielona Gospodarka</li> <li>Business Insider</li> <li>Biznes Alert</li> <li>Cire.pl</li> <li>Wysokie Napięcie</li> <li>Gospodarka Morska</li> </ul>	<p>Communication with the media will be via the company's website, press releases and announcements, TV and radio campaigns, articles, and interviews.</p>

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
		<ul style="list-style-type: none"> <li>Portal Stoczniowy</li> </ul>	
<b>Internal stakeholders</b>	<ul style="list-style-type: none"> <li>PGE Baltica employees</li> <li>Future maintenance base personnel</li> <li>Project partners</li> </ul>	<ul style="list-style-type: none"> <li>PGE Baltica representatives involved in the implementation of the maintenance base construction project in Ustka</li> <li>Persons from PGE Baltica involved in the creation and program of education at the Competence Center, which will be created at the maintenance base in Ustka</li> <li>Companies that cooperate with PGE Baltica on the OWF construction project on the Baltic Sea and creation of maintenance base in Ustka</li> <li>Trade unions</li> <li>Shareholders of the company</li> </ul>	<p>Cooperation with these groups is subject to various plans and procedures specified in the company's regulations.</p> <ul style="list-style-type: none"> <li>General Shareholders Meeting</li> <li>Financial reports</li> <li>Letters</li> <li>Internal meetings with the management/HR department representatives</li> <li>Internal messages</li> <li>Posters</li> <li>Corporate events</li> <li>Internal social projects</li> <li>Internal competitions</li> <li>Training</li> <li>E-mail</li> <li>Phone</li> </ul>
<b>Business environment</b>	<ul style="list-style-type: none"> <li>Contractors and subcontractors (suppliers of construction, maintenance, consulting, and engineering</li> </ul>	<ul style="list-style-type: none"> <li>Ustka maintenance base design engineers</li> <li>Contractors and subcontractors of the maintenance base construction site</li> <li>Authors of the environmental impact report for the project</li> </ul>	<p>Company website.</p> <p>The tenders will be available on the company's dedicated website.</p>

Stakeholder category	Stakeholder group	Stakeholders	Communication methods and tools for stakeholder engagement
	services, suppliers of systems and equipment) <ul style="list-style-type: none"> <li>Investors</li> <li>Potential business partners</li> </ul>		Communication with potential partners takes place via the following communication channels: <ul style="list-style-type: none"> <li>meetings with representatives of the relevant department of the company</li> <li>tenders for the purchase of services or goods</li> <li>letters, press releases</li> <li>public events</li> <li>e-mail, phone</li> </ul>

### 3. Stakeholder Engagement Plan

#### 3.1 Stakeholder Engagement Plan

This Stakeholder Engagement Plan serves as an action plan for engaging stakeholders through actions carried out by PGE Baltica.

The table below (Table 1) outlines a general plan for engaging stakeholders together with examples of actions that can be defined in order to engage them at different stages of the project lifecycle.

The Stakeholder Engagement Plan has been prepared in a detailed way and has been refined in order to:

- undertake further actions aimed at disclosing information on the project execution in the field of environment protection and potential effects;
- make it possible for interested parties to understand the risk, impact and opportunities brought about by the project;
- inform the communities at relevant levels on how the company has considered the opinions of stakeholders and their input in the consultation process.

Table 1: Plan for engaging stakeholders at different stages of the project lifecycle

Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
<i>Examples of pre-construction activities</i>					
Involvement of stakeholders in the development of the investment plan	All stakeholders	<ul style="list-style-type: none"> <li>▪ Ongoing reporting of project progress to stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>▪ On current basis</li> </ul>	<ul style="list-style-type: none"> <li>▪ Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>▪ Publishing the assumptions and progress of the investment plan execution through the company's website and other relevant communication channels, and receiving</li> </ul>

Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
					<p>feedback from the public.</p> <ul style="list-style-type: none"> <li>Proactive media communication including public reporting of project milestones progress</li> </ul>
Distribution of the Stakeholder Engagement Plan and other relevant information about the project	All stakeholders	<ul style="list-style-type: none"> <li>Informing stakeholders about the Stakeholder Engagement Plan</li> </ul>	<ul style="list-style-type: none"> <li>Prior to the commencement of construction works</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder Engagement Plan</li> </ul>
Communication of information on complaint forms that can be used via the Internet and other channels	All stakeholders	<ul style="list-style-type: none"> <li>Providing Stakeholders with the possibility to report complaints, including those concerning the impact of construction works.</li> </ul>	<ul style="list-style-type: none"> <li>As soon as possible</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Grievance mechanism</li> </ul>
Regular communication and organization of meetings	Local administration	<ul style="list-style-type: none"> <li>Coordinating information on project-related activities</li> <li>Ensuring that project execution plans are</li> </ul>	<ul style="list-style-type: none"> <li>On an ongoing basis and as required</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Distribution of information on the construction works schedule</li> </ul>

Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
		<p>communicated sufficiently in advance and explained.</p> <ul style="list-style-type: none"> <li>Coordination of activities related to project execution preparation</li> </ul>			
Identification and involvement of interested project neighbors	Owners of real properties and companies adjacent to the project	<ul style="list-style-type: none"> <li>Owners of real properties and companies adjacent to the project should be identified in order to obtain their acceptance, if necessary, and any doubts should be clarified.</li> </ul>	<ul style="list-style-type: none"> <li>Prior to the commencement of construction works</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Grievance mechanism</li> <li>Stakeholder Engagement Plan</li> </ul>
Regular communication and meetings with interested communities	Local community	<ul style="list-style-type: none"> <li>Identification of vulnerable population groups and identification of effective means of contact, clarification of doubts, and dialog;</li> </ul>	<ul style="list-style-type: none"> <li>Pre-construction communication.</li> <li>Additional meetings as part of current needs</li> </ul>		<ul style="list-style-type: none"> <li>Ongoing information on the assumptions and progress of the investment plan execution through the company's website and other relevant communication channels, and receiving</li> </ul>



Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
		<ul style="list-style-type: none"> <li>▪ Building mutual relations and a climate of trust;</li> <li>▪ Hearing opinions, requests, and collecting complaints;</li> <li>▪ Providing information about the project.</li> </ul>			<p>feedback from the public.</p> <ul style="list-style-type: none"> <li>▪ Project milestone progress reporting</li> <li>▪ Grievance mechanism</li> </ul>
Involvement in solving problems of the local community and improving the life of residents	Local community	<ul style="list-style-type: none"> <li>▪ Identification of the most important needs and problems of the local community and engagement in solving its problems.</li> <li>▪ Participation in the improvement of life of the residents of Ustka (co-financing of schools, involvement in improving urban infrastructure, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>▪ On an ongoing basis prior to the commencement of construction works</li> </ul>	<ul style="list-style-type: none"> <li>▪ Business partners of the project</li> <li>▪ Local authorities, bodies, and opinion leaders</li> </ul>	<ul style="list-style-type: none"> <li>▪ Ongoing information on the assumptions and progress of the investment plan execution through the company's website and other relevant communication channels, and receiving feedback from the public</li> <li>▪ Project milestone progress reporting</li> <li>▪ Grievance mechanism</li> </ul>
Additional open meetings if necessary	All stakeholders	<ul style="list-style-type: none"> <li>▪ Discussion of the project impact on the life of local communities, and problems raised during the project</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prior to the commencement of construction works</li> </ul>	<ul style="list-style-type: none"> <li>▪ In accordance with current conditions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Project milestone progress reporting</li> <li>▪ Grievance mechanism</li> </ul>

Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
<i>Examples of actions taken during construction works</i>					
Publishing and distribution of key information on the implementation of the project by means of own tools, as well as by means of local government administration	Local community	<ul style="list-style-type: none"> <li>Distribution of messages on project-related activities</li> </ul>	<ul style="list-style-type: none"> <li>On an ongoing basis throughout the period of construction works</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> <li>Local authorities, bodies, and opinion leaders</li> </ul>	<ul style="list-style-type: none"> <li>Construction schedule, contact details, organizational information, inconvenience information for residents</li> </ul>
Regular communication and meetings with interested groups	Local community	<ul style="list-style-type: none"> <li>Hearing opinions, collecting complaints and raised concerns;</li> <li>Provision of information and clarification of doubts.</li> <li>Proactive publication of information relevant to stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>On an ongoing basis throughout the period of construction works.</li> <li>Additional meetings in case of emergency.</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> <li>Local authorities, bodies, and opinion leaders</li> </ul>	<ul style="list-style-type: none"> <li>Construction schedule, contact details,</li> <li>Grievance mechanism</li> </ul>
<i>Examples of actions taken during the operation of the maintenance base</i>					

Activity	Target stakeholders	Purpose of activity	Timeframe	Responsibility	Disclosed information
Informing interested parties about the commencement of operation of the maintenance base, all safety procedures, and functioning of the facility	Local authorities and project neighbors	<ul style="list-style-type: none"> <li>Awareness of all stakeholders of the objectives, importance, and form of functioning of the facility</li> </ul>	<ul style="list-style-type: none"> <li>Prior to the commencement of construction and operation of the facilities</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Construction schedule, contact details, organizational information, inconvenience information for residents</li> </ul>
Informing stakeholders about the mechanism for handling complaints and requests concerning the operation of the base	All stakeholders	<ul style="list-style-type: none"> <li>Stakeholder knowledge of complaint and request handling mechanisms, stakeholder feedback using the mechanism</li> </ul>	<ul style="list-style-type: none"> <li>Before and after the commencement of the operation and maintenance base activities, OTS in Choczewo and Baltica OWF</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Construction schedule, contact details, organizational information, inconvenience information for residents</li> </ul>
Informing on an ongoing basis about periodic results of the facility operation.	All stakeholders	<ul style="list-style-type: none"> <li>Informing stakeholders about periodic results of the facility operation through the company's communication channels and local media</li> </ul>	<ul style="list-style-type: none"> <li>Every year from the commencement of the facilities operation</li> </ul>	<ul style="list-style-type: none"> <li>Business partners of the project</li> </ul>	<ul style="list-style-type: none"> <li>Construction schedule, contact details, organizational information, inconvenience information for residents</li> </ul>

### 3.2. Stakeholder engagement tools

Consistent application of the best tools and practices that have been adapted to the local context and stakeholder needs; maximization of the efficiency of the engagement actions plan.

The tools described in the table below (Table 2) will be applied at different project stages, based on updates appearing along with the progress of the project. If necessary, additional resources and tools, the use of which will be advised as part of the project implementation, will be engaged. They will be formulated as updates to this Stakeholder Engagement Plan and will be subject to approval prior to their dissemination.

Table 2: Tools to be applied at different project stages, based on updates appearing along with the progress of the project

Tool	Description
On-call duties, meetings, consultations	Organization of meetings with a selected group of stakeholders, consultations, and information on-call duties, at times and locations convenient for the stakeholders; along with the progress of the project execution.
Company website	Company website ( <a href="https://pgebaltica.pl">https://pgebaltica.pl</a> and <a href="https://baltica.energy/">https://baltica.energy/</a> ) containing relevant and up-to-date information on: <ul style="list-style-type: none"><li>▪ design works, construction works and operational aspects;</li><li>▪ strategic plans and documents concerning the project, prepared as part of the environmental and social review package, will be translated into Polish and made available online and offline to all interested parties;</li><li>▪ possibility of formulating complaints, questions and doubts as to the project;</li></ul>

	<ul style="list-style-type: none"> <li>▪ project safety.</li> </ul>
Social media platforms	Facebook, Twitter, LinkedIn – corporate profiles with current updates of information.
Brochures and leaflets	Printed brochures or leaflets will form a part of information and awareness raising campaigns.
Media	Education and information publications concerning the nature of the project, implementation stages, local conditions, etc.
Regular internal reporting	Relevant organizational units will prepare regular reports for the project management team. These reports will include a summary of actions related to stakeholder engagement and all complaints received in the reporting period, all significant deviations or noncompliances with the requirements of this Plan, actions planned for the next reporting period and any other issues of concern.
Reporting to stakeholders	A relevant organizational unit of the company will transfer project updates to different groups of stakeholders. A report including environmental and social aspects will be published annually and disseminated among local communities through local authorities and local partners.
Regular reporting on current activities	After completion of the project, for subsequent years of its operation, the relevant organizational unit of the company will provide updates concerning the project to various stakeholder groups, including through the media.

Based on the identified stakeholders engagement tools and communication channels, the project has undertaken many specific actions that has been described in detail in section 4 and has determined further engagement.

### 3.3 Disclosure of information

The project intends to provide all relevant information to the public (Table 3). The following documents (in both Polish and English language) were disclosed in Q3 2024:

- Non-technical Summary of the Environmental Impact Assessment (NTS)
- Environmental and Social Action Plan (ESAP)
- Environmental Impact Assessment Report (EIA) for the offshore Wind Farm Baltica, the Connection Grid Infrastructure in Choczewo Municipality and Base O&M in Ustka
- Stakeholder Engagement Plan (SEP) with the Grievance Mechanism
- Livelihood Restoration Framework (LRF)
- Critical Habitat Assessment (CHA)

These were disclosed within the timeframe of EBRD's 60-day disclosure period and consultations occurred (including two public meetings in Choczewo and Ustka). A summary report covering all consultation results (public meetings plus other consultation activities used such as via social media channels) were disclosed publicly (via local information channels of Choczewo Municipality and city of Ustka) and provided to EBRD within the 60-day disclosure period.

From Q4 2024, the following documents will be disclosed as/when necessary (see Table 3):

- Environmental and Social Action Plan (ESAP)
- Stakeholder Engagement Plan (SEP) with the Grievance Mechanism
- Livelihood Restoration Plan (LRP)

- Critical Habitat Assessment (CHA)
- Environmental & Social Performance report (as part of the annual project report)
- Environmental decisions for the project

All stakeholders were informed on the availability of these documents through social media channels and local newspapers. All interested and affected parties are able to find the mentioned documents on the project websites:

- <https://pgebaltica.pl/en/about-us/key-information-about-our-projects/baltica-2>
- <https://baltica.energy/en/baltica-two-and-three/information-on-baltica-2-project>

During meetings with stakeholders in selected locations, such as Choczewo Municipality, city of Ustka, Łeba or Władysławowo, there will be a possibility to view documents listed above. All interested stakeholders will be timely informed about the exact time and place of venue by using specified means of communications – eg. notice on local authorities websites, informational posters in easily accessible locations by all residents.

Stakeholders are able to refer to disclosed documents by letter or e-mail, that are mentioned on the websites above and via public meetings in selected locations such as Choczewo Municipality, city of Ustka, Łeba or Władysławowo prior to construction stage.

A report on the results of comments and consultation meetings with stakeholders on disclosed documents will be made available to the JV Management Team, PGE Baltica Managing Board and OWF Department of PGE Baltica once a year.

The Stakeholder Engagement Plan, as a live document, will be continually updated to reflect Project progress and if it occurs to reflect any changes at any stage of the project life cycle, which result in significant changes to the environmental or social risks and impacts. The information that is required to be disclosed may change if there are changes in the Project design, schedule or area of influence. Particular attention will be placed on communication with any identified fragile groups (through group meetings, project leaflets or in other appropriate ways to the situation), to ensure project impacts on them are appropriately mitigated.

Table 3: Framework of disclosure of information

Information to be disclosed	Language	Timeframe	Announcement method	Communication method	Update timeframe
NTS	Polish/English	Q3 2024	Project and local government websites, local newspapers, public notice in selected location in Choczewo municipality and city of Ustka	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Not applicable as will be replaced by the 'Environmental Decisions for the Project Changes' and 'E&S Performance Reports'
ESAP	Polish/English	Q3 2024	Project websites	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	If any material changes occur and until all the ESAP requirements are closed
SEP	Polish/English	Q3 2024	Project and local government websites, local newspapers, public notice in selected location in Choczewo municipality and city of Ustka	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Every 6 months, after commencement of the project annually.
EIA for the offshore Wind Farm Baltica, for the	Polish/English	Q3 2024	Project websites	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Not applicable as will be replaced by the 'Environmental



Connection grid Infrastructure in Choczewo Municipality and Base O&M in Ustka					Decisions for the Project Changes' and 'E&S Performance Reports'
E&S performance report (as part of the annual project report)	Polish/English	First half of 2025	Project websites	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Annual update
LRP	Polish/English	Q3 2024	Project and local government websites, local newspapers, public notice in selected location in Choczewo municipality and city of Ustka	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Not applicable as replaced by the LRP
LRP	Polish/English	Q4 2024/Q1 2025  *Document in development	Project and local government websites, local newspapers, public notice in selected location in Choczewo municipality and city of Ustka	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	If any material changes occur
CHA	Polish/English	Q3 2024	Project websites	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	Annual update
Environmental decisions for the project	Polish/English	If any changes occur	Project and Regional Directorate for Environmental Protection websites	<ul style="list-style-type: none"> <li>Websites (digital copies)</li> </ul>	If any material changes occur

Additional information on follow-up, evaluation and reporting can be found in section 8.

### 3.3.1 Baltica 2 project documentation disclosure period report

On August 20, 2024, a dedicated tab and documents related to the Baltica 2 project, the so-called disclosure package, were published on the PGE Baltica ([www.pgebaltica.pl](http://www.pgebaltica.pl)) and [baltica.energy](http://baltica.energy) ([www.baltica.energy](http://www.baltica.energy)) websites in accordance with the standards for the European Bank for Reconstruction and Development document disclosure period. The required documents referred to in Section 3.3 were published in two language versions: Polish and English. During the 60-day disclosure period, the project published information on the availability of the package of disclosed documents on the project website through local media channels in the Choczewo Commune and the City of Ustka (e.g. [Choczewo24.info](http://Choczewo24.info), the website and FB of the Choczewo Commune, Goniec Ustecki, TV Słupsk, the website and FB of the City of Ustka). During this period, no inquiries were received from interested parties regarding the disclosed documents.

The project, in accordance with EBRD standards from the disclosure period, held two public meetings with local communities – in the Choczewo Commune and the City of Ustka:

- **Meeting with the local community in Ustka – Ustka Residents' Day:** as part of the “Ustka Residents' Day” event on 21.09.2024, PGE Baltica prepared an information stand for the residents of Ustka and the surrounding area, where the company's experts talked about the construction of the Baltica 2 offshore wind farm and the operations and maintenance base in Ustka. Residents also had the opportunity to read the documentation provided on the Baltica 2 project in paper form. PGE Baltica informed the local community in advance about the planned information booth and the documents made available on the project website. Information posters were hung in publicly accessible places in the following locations: City Hall, City Library, Cultural Center and the General and Technical School Complex in Ustka, and were also published in local social media.



*Image 10 and 11: Meeting at Ustka Resident's Day, September 2024*

- **Information points in the Municipality of Choczewo – in Kierzkowo and Kopalino:** PGE Baltica organized on 15.10.2024. 2 information points: in Kopalino and Kierzkowo, for residents of the Choczewo municipality to talk about the construction of the Baltica 2 offshore wind farm and onshore connection infrastructure. Residents had the opportunity to read the disclosed documentation of the Baltica 2 project in paper form, as well as a presentation on the current status of work on the onshore transformer station. PGE Baltica informed the local community in advance of the planned meetings and made the documents available on the project website. Invitations and information about the meetings were made available in the form of posters on bulletin boards in the space of the villages of Kierzkowo and Kopalino, in the Choczewo Commune Office, at information stands in village community centers in Kierzkowo and Kopalino, and published in local social media.



Image 12 and 13: Baltica 2 documentation disclosure meeting, October 2024

After two meetings with local communities, a summary was prepared and shared through local communication channels:

- <https://www.ustka.pl/uploads/files/Aktualnosci/GONIEC%20USTECKI%20WRZESIEN.pdf>
- <https://www.ustka.pl/pl/news/content/9956>
- <https://www.choczewo.com.pl/podsumowanie-punktow-informacyjnych-pge-baltica/>

## INVESTOR'S SUMMARY OF STAKEHOLDERS ENGAGEMENT:

PGE S.A., as one of the largest energy companies in Poland, has been involved in activities related to communication with the environment in which it has operated for many years. Activities have been undertaken in a balanced manner. The transformation carried out by the company aimed at the achievement of low and zero-emission is carried out with respect for local communities, business partners, employees, customers and the natural environment. In accordance with the principles of sustainable

development, the company conducts activities in support of culture, education, and the environment. PGE, being aware of the importance of the projects it carries out, is very attentive and committed to the topics of social communication regarding the construction of offshore wind farms, implementing a number of communication activities on platforms regarding educational activities, co-operation with local authorities and residents, and cultural activities. It is important for the company to minimize the negative impact on the natural and historical heritage of the local landscape and to maintain an open public dialog with the local community.

In order to prepare activities involving stakeholders, the investor has thoroughly investigated potential risks and broadly understood impacts, as well as the most important interest groups and individual stakeholders, at the same time going beyond the very area of the municipality and taking into account also local authorities at the district level and central government units relevant for the implemented project (National Regulatory Authorities). This investigation concerned fishermen community impacted by the offshore Baltica 2 project, the Choczewo municipality, where the grid connection infrastructure for power output from offshore wind farm will be executed and the town of Ustka, where the operation and maintenance base for the operation phase of the offshore wind farms will be constructed.

On this basis, the investor has identified the most important categories of stakeholders: 1) fishermen community from affected ports (especially from Ustka, Łeba, Władysławowo) 2) these for O&M Base together with the Competence Center in Ustka and 3) for the Substation in the Choczewo municipality independently for each project, for whom it has planned and has consistently been carrying out activities involving them locally. In its communication activities aimed at engaging local communities, the investor has attached great importance to the transparency, reliability and completeness of the information provided. It is also very important that activities are carried out in good time, which allows for long-term building of mutual trust and developing relations. The diverse nature of the Baltica 2 offshore wind farm, of the grid connection infrastructure in Choczewo and the O&M Base in Ustka, and thus the stakeholders' expectations and information needs, have determined the type of activities engaging individual categories of stakeholders, carried out by the investor. As mentioned above the investor has conducted several activities regarding the engagement of stakeholders of the project, who have been targeted as national regulatory bodies, local government units, fishermen communities, local communities, NGO and business environment.

#### 4.1.Engagement with fishermen community so far

As for activities towards another key stakeholders group of the project – the fishermen from affected ports – in 2017 were conducted consultation meetings with this community. These meetings on the location of the OWF were carried out under the public consultation for the Spatial Plan for Internal Sea, Territorial Sea and Exclusive Economic Zone. As part of the work on this document, an analysis of the relevance of individual sea squares for the fishing sector was carried out. This allowed to minimize the conflict between fishermen and the renewable energy sector at the stage of spatial planning. Meetings were held with representatives of fishermen's organizations in the city of Łeba and Ustka. Presentations and informational materials were prepared and the main conclusions of the meetings were as follows:

- addressed the issue of occupation of the fishing areas by the OWF Area, transit through the OWF Area, and how to co-use the OWF Area for fishing and transit of fishing vessels to the fishing areas north of the OWF Area and the extension of the route to these fishing areas,
- The fishermen showed interest in the methods of the surveys conducted and the acquired data and results of the surveys and natural inventories on the environment, primarily in terms of ichthyofauna and birds and the state of the ecosystem, in the context of the return of fish after the construction phase in the OWF Area and the disappearance of the mussel in the OWF Area;
- The fishing side has indicated the possibility and need for further discussions under different thematic scopes, which could include impacts on fishing activities, impacts on the marine environment, regulations related to access to the OWF Area, technological issues – both in terms of offshore wind farm construction technology and permissible forms of fishing use of the OWF Area;

A detailed description of one of these public consultations can be found at the following website: [https://www.umgdy.gov.pl/plan\\_morski/spotkanie-w-sprawie-rybolowstwa/](https://www.umgdy.gov.pl/plan_morski/spotkanie-w-sprawie-rybolowstwa/).

Latest PGE and Ørsted activities towards the fishing community are conducted within the „Polish Offshore Wind Sector Deal“. In 2021 both investors signed an agreement along with more than 250 entities representing the government side, offshore investors, companies forming the supply chain for offshore wind energy, industry organizations and academia. Based on the agreement, six working groups have been established to develop solutions and proposals for offshore wind energy. One of the groups (6.3.) is dedicated to cooperation with the fisheries sector. The agreement obliges the investors to develop a "Code of good practice for coexistence of OWF with fisheries". The code aims to be an expression of the intention for good cooperation between offshore wind farm investors in Poland and the fishing industry. The purpose of the document as well as, the ongoing dialogue between the sectors, is to develop appropriate solutions for commercial fishermen, whose fishing activities may change as a result of offshore wind energy investments in Poland. Cooperation between parties is transparent, systematic and non-discriminatory. It guarantees a real opportunity for stakeholder involvement. Two main areas of possible cooperation between the sectors has been identified:

- Compensation for 'fishing vessel owners entitled to apply for compensation,
- Broad cooperation understood (provision of services by commercial fishermen to the OWF; implementation of professional transformation programs; employment in the OFW sector).

Examples of projects implemented by representatives of the OWF and representatives of the fisheries sector, as a source of inspiration for further cooperation, which are being considered within the development of the "Code of Good Practices" include the PGE Baltica and Ørsted projects:

#### **1. PGE Baltica's cooperation with the Marine Fisheries Institute – National Research Institute in Gdynia and the fishermen**

One of the key steps in the offshore investment process is the characterization of the natural environment. This is not possible without conducting a series of studies in the area of the planned wind farm and connection infrastructure. This is an opportunity to cooperate with Polish entrepreneurs who can join the offshore supply chain. And such cooperation has been established with local fishermen. Conducting the environmental studies for the Baltica 1 project, has been entrusted to 90 percent Polish contractors and subcontractors. The main contractor for ichthyofauna research has engaged specialists from the Maritime Institute of Fisheries–National Research Institute in Gdynia, which is cooperating with fishermen by hiring and adapting their fishing boats for the research being carried out. Studies of fish populations are being carried



out in the development area of the planned Baltica 1 farm, along with the surrounding 4-kilometer-wide buffer, and along the corridor along which the transmission cable delivering the produced energy to the mainland will run.

## 2. Ørsted's collaboration with fishermen fishing near the Westernmost Rough OWF area in UK

Owned by Ørsted OFW, Westernmost Rough is located 8 km off the east coast of England. The farm has been in operation since 2015 and is located in the heart of Europe's most productive lobster fishery. Not surprisingly, relations with the local fishing association, Holderness Fishing Industry Group (HFIG), were initially strained. However, after listening to concerns raised by fishermen, Ørsted began working with HFIG and a local university to develop and conduct a comprehensive long-term study assessing the potential impact of the OWF on crab and lobster catch rates. The 6-year study, completed in 2019, was the first of its kind conducted in the world. The results of the study confirmed that the construction and operation of the Westernmost Rough wind farm had no negative impact on crab and lobster catch rates, and that fishing continues to thrive both in and around the wind farm. The study was conducted on a commercial basis, using HFIG's own research vessel, with local fishermen leading the data collection process. The collaborative approach also highlighted the positive results that can be achieved by working together to conduct high-quality, scientifically sound research that fishermen feel an affinity for. The study was presented at international conferences and the findings were published in the ICES Journal of Marine Science.

## 3. Ørsted's collaboration with fishing cooperative Sea Source Offshore

Ørsted has been working with Sea Source Offshore, a fishing cooperative based in Northern Ireland, for more than a decade. Among other things, the cooperation involves Ørsted chartering fishing vessels through Sea Source Offshore to provide a variety of services to support the development as well as management of offshore wind farms, including the rental of crewed vessels to provide services as Guard Vessels, as well as conducting offshore research campaigns and providing offshore communication platform services.



In March 2025, PGE and Ørsted held three informational meetings about the Baltica 2 offshore wind farm project for residents of Władysławowo, Leba and Ustka, including fishing communities. (Figure 10). The meetings were primarily aimed at informing all interested parties about the planned work, the scope and possible impact of the activities to be carried out, and to listen to the needs of the residents of the aforementioned towns. In the question-and-answer session, the most important issues raised by the participants of the meetings were the development of the local economy, how the investment will be implemented, the impact on the environment and on fishing, and the system of compensation for the fishing industry, access to fishing grounds and the possibility of navigation after construction. The next meetings with the fishing sector have been scheduled for April 2025 (more in section 4.4.).



*Image 14: photo example from meetings with local communities and the fishing industry, March 2025*

#### 4.2. The construction of the above-ground substation for the Baltica OWF in the Choczewo municipality – activities implemented so far

Taking into account the particular importance of the project related to power output from offshore wind farms and execution of the onshore grid connection infrastructure in the Choczewo municipality, the investor shows full understanding for information needs related to of the project of local communities in the municipality. The investor is fully aware of the need to carry out communication activities ahead of the commencement of subsequent stages of the project in order to meet the information needs of local communities at least in the basic scope. For this purpose, the investor has prepared and conducted a series of open information meetings for residents interested in the planned project. The investor's special attention to meeting their information needs is evidenced by the fact that a whole series of such meetings have been organized in individual neighboring localities with co-operation and involvement of leaders of local communities, e.g. village leaders, who have provided space for organizing the meetings.

Regardless of the above, the investor has participated in meetings organized at the level of local government authorities, during which the planned individual stages of the project have been discussed.

Prior thorough identification of local stakeholders in the Choczewo municipality has resulted in the identification of their leaders among local communities even at the level of villages, which allowed to conduct interviews with them and the so-called research walks in the vicinity of the planned project, and thus to plan communication based on the expressed needs.

The nature of the activities carried out is adapted to individual groups of recipients and at the same time, takes place in the form of a dialog. It is not one-sided communication, but it makes it possible to being receptive to the needs of local communities also in terms of information. An example of such an activity is the co-implementation of the program "Choczewo. A Wind-Driven Municipality" by the investor, which, being a co-financing program for local initiatives, is an excellent platform for communicating with stakeholders (among others). It results in permanent benefits for local communities in the form of completed projects. Furthermore, by engaging the residents in grassroots initiatives, the investor contributes to the development of civil society at a local level.

Examples of implemented activities have been presented in the table below (Table 4):

Table 4: Activities in the Municipality of Choczewo conducted to date

Stakeholder category	Stakeholders	Activities taken
<ul style="list-style-type: none"> <li>Fragile persons/groups</li> </ul>	<ul style="list-style-type: none"> <li>Residents of the Choczewo municipality</li> </ul>	<ul style="list-style-type: none"> <li>2021–2024: The program “Choczewo. A Wind-Driven Municipality” (Figure 10,11,12,13). Together with Ørsted and other developers of offshore wind farms in the Baltic Sea (Baltic Power, Ocean Winds), the investor prepared a concept of socializing the works in the Choczewo municipality. The initiative was welcomed. In 2022, the first edition of the Program “A Wind-Powered Municipality” was conducted, supporting 45 projects proposed by the local community. In 2023, 68 projects were implemented under the second edition of the Program “A Wind-Driven Municipality”. The third edition of the program started in spring 2024 and 66 projects were realized.</li> </ul> <p>Conducting three editions of the program allowed:</p> <ol style="list-style-type: none"> <li>investors to learn and understand the needs of the local community,</li> <li>residents to gain knowledge about the OWE and investors, that decided in 2022 to prepare investments in the Choczewo Commune</li> <li>to build dialogue, trust and the support the development of local social capital – through numerous participatory activities (interviews, workshops, research walks, establishment of a working group)</li> <li>support for local sustainable development through the financing of more than 170 projects developed by residents and submitted to the GNW competition in the first and second edition.</li> </ol>

Stakeholder category	Stakeholders	Activities taken
<ul style="list-style-type: none"> <li>Local administration</li> <li>Local communities</li> </ul>	<ul style="list-style-type: none"> <li>Local government authorities</li> <li>Residents of the Choczewo municipality</li> </ul>	<p>At various stages of the project, the investor held meetings with the local community:</p> <ul style="list-style-type: none"> <li>February 2022: meetings with representatives of local leaders</li> <li>March 2022: information meetings in Kierzkowo, Kopalino and Choczewo villages concerning the environmental decision for the grid connection infrastructure – power output from the Baltica Offshore Wind Farm, implemented in two stages of Baltica 2 and Baltica 3</li> <li>December 2023: consultation points in Starbienino, Kopalino and Kierzkowo villages on the clearing of forests for power output from the Baltica Offshore Wind Farm.</li> </ul> <p>The meetings were organized for all parties interested in PGE/Ørsted projects. The representatives of local government authorities and residents of Choczewo municipality were present. The issues raised included the entire project, its impact on the life of residents, and the consequences of the project on the landscape.</p> <ul style="list-style-type: none"> <li>October 2024: Informational points in Choczewo municipality – Kierzkowo and Kopalino – about the Baltica 2 disclosure package.</li> <li>11.2024: meeting of OWF investors with local authorities and residents about the progress of the construction of the OWF and PSE's power grids.</li> <li>06.03.2025: information meeting for local residents on the planned HDD land-sea drilling for the Baltica 2 OWF.</li> </ul>
<ul style="list-style-type: none"> <li>Local administration</li> <li>Other interest groups</li> </ul>	<ul style="list-style-type: none"> <li>Local government authorities</li> <li>Non-governmental industry organizations</li> </ul>	<ul style="list-style-type: none"> <li>March 2021: meeting with councilors of the Choczewo municipality</li> <li>June 2021: consultation meetings organized by PSE (in Choczewo and Kierzkowo)</li> <li>September 2021: meeting of representatives of the OWF Investors and PSE with the Municipality Head, the Municipality Council and residents</li> <li>October 2021: meeting in the Choczewo municipality on the water supply system</li> </ul>

Stakeholder category	Stakeholders	Activities taken
		<ul style="list-style-type: none"> <li>• October 2021: meeting with the Municipality mayor, representatives of the Municipality Council and the local community in the Choczewo Municipality</li> <li>• May 2024: Meeting of PGEB with the newly elected mayor and his deputy</li> <li>• May 2024: Meeting of PGEB and general contractor LTS in Choczewo with the Choczewo Municipality Council on the work schedule.</li> <li>• June 2024: Study visit of OWF Investors and Choczewo Municipality to the PSE substation construction site. The meeting was attended by representatives of the OWF Investors, who presented the status of the work of their investments and answered questions related to investments.</li> <li>• September 2024: Meeting with the Pomeranian Voivodeship Office in Gdansk on the advancement of work for offshore and nuclear projects in the municipality.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Local communities</li> <li>▪ Local administration</li> <li>▪ Vulnerable persons/groups</li> <li>▪ Other stakeholder groups</li> </ul>	<ul style="list-style-type: none"> <li>▪ Local government authorities</li> <li>▪ Residents of the Choczewo municipality</li> <li>▪ Transmission System Operator</li> <li>▪ NGOs</li> <li>▪ OWF investors in the Baltic Sea</li> <li>▪ Owners of tourism companies</li> <li>▪ Research institutions</li> <li>▪ Tourists</li> </ul>	<ul style="list-style-type: none"> <li>• 12 meetings for the Choczewo Municipality community, from May 2020 to June 2021 in the following localities: Choczewo, Zwartówko, Łętowo, Starbienino, Choczewko, Słajkowo and Kopalino. The meetings were held together with other OWF investors in the Baltic Sea: Baltic Power and Ocean Winds and with the participation of PSE – Polskie Sieci Przesyłowe. The above-mentioned activities were aimed at presenting to the local community all onshore OWF projects in Choczewo.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Local communities</li> <li>▪ Vulnerable persons/groups</li> <li>▪ Other stakeholder groups</li> </ul>	<ul style="list-style-type: none"> <li>▪ Residents of Choczewo Municipality</li> <li>▪ Local government authorities</li> <li>▪ Project Subcontractors</li> <li>▪ Tourists</li> <li>▪ Owners of tourism companies</li> </ul>	<p>At various stages of the project, a series of materials called “Q&amp;A” were prepared – questions that may arise from residents and other stakeholders, and answers to them (agreed with the Investor). Questions and answers were updated on a regular basis with new issues. These files were distributed to subcontractors and those responsible for each project stage. In addition, information brochures, information banners and press releases were prepared</p>

Stakeholder category	Stakeholders	Activities taken
		<p>as needed and distributed to local media and the FB group. The materials were updated on an ongoing basis.</p> <ul style="list-style-type: none"> <li>• September 2022 – stands with information brochures and boxes for potential questions from residents were set up at four locations in the Choczewo municipality.</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Other interest groups</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Economic entities interested in co-operation in the Baltica project</li> <li>▪ OFW Investors</li> </ul>	<ul style="list-style-type: none"> <li>• April 2022: a virtual event “Wind-Powered Workshop for Contractors – Baltica 2 +3” aimed at presenting all information about the project, schedule of works and procurement procedures.</li> <li>• June 2022: workshops “QHSE in Offshore Wind Energy” with the certification for Baltica project, quality, occupational health and safety and environmental protection in the organization active in the offshore sector.</li> <li>• October 2023: an event “Suppliers’ Day”, during which the status of the project implementation, the status of contracting key components and services, as well as information on the tenders planned for award were presented. Economic operators also had the opportunity to establish direct contacts with suppliers of components in B2B meetings.</li> <li>• September 2024: PGEB workshop for potential suppliers in connection with PGE Baltica Offshore projects organized in cooperation with the organization “Employers of Pomerania”.</li> <li>- October 2024: Safety Walk as part of QHSE activities for representatives of PGE and Ørsted, as well as the management of the General Contractor LST Baltica 2 and the contract engineer.</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Vulnerable persons/groups</b></li> <li>▪ <b>Other interest groups</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Residents of the Choczewo municipality</li> <li>▪ Tourists</li> <li>▪ Local and regional media</li> </ul>	<p>The Contractor also prepared a media plan for educational activities based on articles published in regional and supra-regional online media, as well as in the local <i>Wieści Choczewskie</i> (a printed newspaper). A total of 10 articles had been published by September 2023.</p> <p>Press releases are periodically published in the media concerning individual stages of the project and related events.</p>



Stakeholder category	Stakeholders	Activities taken
		<ul style="list-style-type: none"> <li>• July 2024: PGEB promotional and information stand at the Choczewo Commune Festival. PGE Baltica experts answered questions from residents and tourists about the PGEB OWF and upcoming planned works.</li> <li>• September 2024: PGEB promotional and informational stand at the District and Commune Harvest Festival in Choczewo. PGE Baltica experts answered questions from residents and tourists about the PGEB OWF and upcoming planned works.</li> </ul>

A visualization of the logo and an example of meetings under the program “Choczewo. A Wind-Driven Municipality”:







Figure 15.16.17.18: Examples of activities conducted as part of the program “Choczewo. A Wind-Driven Municipality”

### 4.3. Activities taken so far in the town of Ustka and in the surrounding area as part of the project consisting in the construction of the maintenance port in Ustka

Preparation and implementation of communication activities in the period preceding the commencement of the project in Ustka required, as in the case of activities in the Choczewo municipality, thorough prior recognition of local stakeholders. However, in this case, due to the completely different nature and scale of the project, as well as a different structure of groups of recipients, location and related specific characteristics (a port town as opposed to rural localities of the Choczewo municipality), the planned activities aimed at engaging local communities also had to be different.

The precise identification of leaders of individual local communities allowed to cooperate with them in planning and carrying out activities involving residents, which resulted in permanent benefits for local communities. The implemented initiatives include, among others, co-financing by the investor of the creation of a publicly accessible green space in the town, co-financing of school equipment for technical classes and co-financing of a monograph and a documentary film on the history of Ustka Shipyard.

Apart from taking into account the stakeholders in the form of local government units at the level of the municipality, town and district, it was also necessary to include in the information activities such groups of recipients as fishermen, and also students and tourists (to a much greater extent). Apart from typical information activities, such as meetings with officials, residents and senior citizens in the form of information duty and presentations, the investor carried out communication activities in the form of individual talks addressed strictly to the fishermen.

When co-operating with the school headmaster as one of the leaders of the local community, the investor carried out educational activities involving students, from among whom technical employees for the project may be recruited in the future. Taking into account the unique and specific group of information recipients, i.e. tourists coming to Ustka in the summer season, the investor carried out information activities using a specific communication formula addressed to them. During subsequent holiday seasons, there was an educational zone dedicated to offshore wind energy on the beach in Ustka for two weeks, in which information on the planned project in Ustka was also available in forms involving recipients of various ages.

Examples of implemented activities have been presented in the table below (Table 5).

*Table 5: Activities in the city of Ustka conducted to date*

Stakeholder category	Stakeholders	Activities taken
<ul style="list-style-type: none"> <li>▪ <b>Fragile persons/groups</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Companies operating on the project site and in its immediate vicinity</li> <li>▪ Fishermen with vessels and using quaysides in the port</li> </ul>	<ul style="list-style-type: none"> <li>▪ November 2022: meeting with lessees of the Ustka port area and in the immediate vicinity of the project as well with fishermen</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Local administration</b></li> <li>▪ <b>Local communities</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Local government authorities</li> <li>▪ Other local authorities</li> <li>▪ Residents of Ustka</li> </ul>	<ul style="list-style-type: none"> <li>▪ 2021 – a multi-year agreement with the General and Technical Education School Complex in Ustka: <ul style="list-style-type: none"> <li>– co-financing of the workshop equipment for technical classes</li> <li>– organization and conducting of lessons for students on offshore wind energy</li> </ul> </li> <li>▪ October 2022 – Representatives of PGE, PGE Baltica and the City of Ustka have signed a letter of intent regarding the possibility of establishing service infrastructure at the Sea Port in Ustka for planned offshore wind farms.</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Local administration</b></li> <li>▪ <b>Other interest groups</b></li> <li>▪ <b>Local communities</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Mayor of the Town of Ustka</li> <li>▪ Media</li> <li>▪ Residents of Ustka</li> </ul>	<ul style="list-style-type: none"> <li>▪ October 2022 – a letter of intent of Partnership in the “Green Ustka” program, i.e. an initiative to promote greenery in town public spaces by, among others, creating new or renewing existing flowerbeds, flower meadows, roadside plantings and parks. The program shall be implemented within the framework of the civic budget.</li> <li>▪ contact and communication with the authorities of the town of Ustka</li> <li>▪ August 2024: Presentation of the O&amp;M base project at the Ustka City Hall. Participation of</li> </ul>

Stakeholder category	Stakeholders	Activities taken
		PGEB representatives, local authorities and residents
<ul style="list-style-type: none"> <li>Local communities</li> <li>Local administration</li> <li>fragile persons/groups</li> <li>Other stakeholder groups</li> </ul>	<ul style="list-style-type: none"> <li>Local government authorities</li> <li>Owners of tourism companies</li> <li>Residents of Ustka</li> <li>Tourists</li> <li>Local and regional media</li> <li>Local opinion leaders</li> </ul>	<p>Educational activities:</p> <ul style="list-style-type: none"> <li>2021–2024: Presence of the PGE Beach educational zone for two holiday weeks in Ustka (Figure 14).</li> <li>March 2023 – Organizing, on the occasion of the Baltic Protection Day, a beach cleanup in Ustka and a lesson on the Offshore Wind Energy with General and Technical Education School Complex in Ustka (Figure 15).</li> <li>2023 – Co-financing of the purchase of equipment of the new technical workshop of the General and Technical Education School Complex (Figure 16).</li> <li>March 2024 – Organization, on the occasion of the Baltic Sea Protection Day, a quiz based on PGE Baltica podcast “Łowcy Wiatru” (Wind Hunters) and a lesson about OWE at General and Technical Education School Complex in Ustka.</li> </ul> <p>Sponsorship of cultural events:</p> <ul style="list-style-type: none"> <li>2023: – Co-operation with the New Theater in Słupsk: co-financing of the summer cycle of outdoor performances “Summer with comedy”.</li> <li>2023/2024: Sponsoring of locally important events, including Fish Harvest Festival – Ustka</li> </ul>

Stakeholder category	Stakeholders	Activities taken
		<p>Festivity. Organization of the promotional and educational stand for the offshore wind energy and PGE Baltica projects (Figure 19).</p> <ul style="list-style-type: none"> <li>May 2024: information and promotional booth at the Pippi Festival in Ustka. PGE Baltica experts answered questions from residents and tourists about the PGEB OWF and upcoming planned works.</li> </ul> <p>Sponsorship of sport events:</p> <ul style="list-style-type: none"> <li>2022–2023: Financial support for the organization of prestigious regatta Ustka Charlotta Sailing Days.</li> <li>2024: Title sponsorship of the prestigious PGE Baltica Charlotta Days Ustka regatta (Figure 18).</li> </ul>
<ul style="list-style-type: none"> <li>Fragile persons/groups</li> </ul>	<ul style="list-style-type: none"> <li>Fishermen with vessels and using quaysides in the port</li> <li>Companies operating in the vicinity of the project, such as restaurants, bars, shops, sales outlets, vehicle inspection stations, etc.</li> <li>Residents</li> </ul>	<ul style="list-style-type: none"> <li>June 2023 – Information meeting for officials of the Town of Ustka and the Słupsk District with the participation of the Maritime Port Authority in Ustka on the construction of the PGE Baltica maintenance base</li> <li>October 2023: Organization of consultations – PGE Baltica information duty in the Ustka Town Office</li> <li>December 2023 – the lecture by PGE Baltica experts for students of the Third Age University “Live colorfully” (Figure 17). The purpose of the meeting was to resolve doubts concerning offshore wind energy.</li> </ul>

Stakeholder category	Stakeholders	Activities taken
		<ul style="list-style-type: none"> <li>June 2024: Educational lecture by PGEB experts for students of Primary School No. 2 in Ustka on OWE, and an educational lecture by PGEB for the University of the Third Age in Ustka in Bory Tucholskie.</li> <li>September 2024: PGEB information booth at the Ustka Resident's Day (discussion with residents disclosure package). PGE Baltica experts answered questions from residents and tourists about the PGEB OWF and upcoming work plans.</li> <li>11.2024: PGE Baltica experts from several subject areas met with readers in the city library and with students at the General and Technical School Complex, where environmental issues of the OWF construction were discussed, among others.</li> <li>03.2025: informational meeting for residents and the fishing sector on the progress of work on the construction of the PGE Baltica operations and maintenance base and the Baltica 2 OWF.</li> </ul>
<ul style="list-style-type: none"> <li>Fragile persons/groups</li> <li>Other interest groups</li> </ul>	<ul style="list-style-type: none"> <li>Residents of Ustka and Słupsk District</li> <li>Tourists</li> <li>Local and regional media</li> <li>General investment contractors</li> </ul>	<ul style="list-style-type: none"> <li>Cyclical co-operation – publication of materials on preparations for the construction of the maintenance base in local media: TV Słupsk, "Głos Pomorza" and "Goniec Ustecki". Examples of this co-operation are as follows: <ul style="list-style-type: none"> <li><a href="https://www.tv-słupsk.pl/artykul/8601,morskie-farmy-">https://www.tv-słupsk.pl/artykul/8601,morskie-farmy-</a></li> </ul> </li> </ul>

Stakeholder category	Stakeholders	Activities taken
		<p><a href="#">wiatrowe-pge-inwestycja-wazna-dla-mieszkancow-i-srodowiska</a></p> <ul style="list-style-type: none"> <li>o <a href="https://gp24.pl/magiczne-ogrody-w-ustce-otwarte-poznaj-barwe-zapach-smak-i-mowe-roslin/ar/c1-17602545">https://gp24.pl/magiczne-ogrody-w-ustce-otwarte-poznaj-barwe-zapach-smak-i-mowe-roslin/ar/c1-17602545</a></li> <li>o <a href="http://ustka.pl/pl/artykul/452/goniec-ustecki">http://ustka.pl/pl/artykul/452/goniec-ustecki</a></li> </ul> <ul style="list-style-type: none"> <li>▪ November 2023 – taking into account the cultural heritage of the town of Ustka, the issue of a monograph on the former shipyard in Ustka received financial support; it features the silhouettes of vessels, their basic technical characteristics together with photographs of boats and cutters and biographies of shipyard workers and their memories.</li> <li>▪ March 2025: signing of a contract with the Polish company DORACO as general contractor for the operations and maintenance base in Ustka.</li> </ul>

An example visualization of activities carried out in the city of Ustka:









Figure 14,15,16,17,18,19: Examples of activities conducted in the city of Ustka

#### 4.4. FURTHERS ENGAGEMENT

In the context of further implementation of the Offshore Wind Farms investment, the communication for Choczewo municipality and the city of Ustka stakeholders should be continued based on messages of the role of offshore energy in increasing the country's energy independence, improving energy security and the strategic nature of the entire project. It is also worth emphasizing the environmental aspect of the investment – increasing the share of renewable energy sources in the country's energy market, improving the environment and combating climate change.

In order to maintain good relations with the local communities, previous activities will be continued. The IV edition of the program "Choczewo: Wind-driven Municipality" will be launched in spring 2025. As to the city of Ustka the company will continue the multi-

year agreement with the General and Technical Education School Complex in Ustka, the annual initiative of PGE Beach educational zone during two holiday weeks in Ustka and the partnership in the “Green Ustka” program. The cyclical co-operation with local media based on publication of materials about the project also will be extended for the upcoming years. For both locations of the project there will be further informational meetings for the local community in order to address any concerns regarding the investment, as it has been done in the past years.

The Company will hold meetings with the local government units in Choczewo and Ustka at least once a year at crucial moments for the project, at the invitation of local authorities to present the current stage of the investment implementation and the next planned steps or if there will be any changes in the project. The Company will remain in regular contact with local communities to clarify any doubts on the project (Appendix no. 1).

In order to maintain good relations with fishermen and their friendly coexistence with offshore wind farms, the company plans to continue the cooperation with the Polish Wind Energy Association (PSEW) and within the sector deal. It will also continue the participation in the finalization and adoption of the „Code of Good Practice for coexistence of OWF with fisheries”. Fishermen are an important group of stakeholders, as potentially recognized as fragile thus, the special measures, dedicated to this group, that are being implemented are described in LRF. Those measures refer to actions conducted under Poland’s Offshore Wind Sector Deal, in the framework of sector alignments coordinated by PSEW as well as to direct actions conducted by the project. Further engagement with fisherman from affected ports, mainly from Ustka, Łeba and Władysławowo, will be also expressed in information campaigns among residents and fishermen in the areas of project implementation and impact regarding the nature and scope of the project and related nuisances and ways to mitigate them, in published information about the OWF operational stage and how it will affect the fisherman in the main affected ports or otherwise make the information available to the public in such a way to make them aware of it, in prepared information brochure and in informational meetings at the main affected ports regarding fishing and tourism restrictions and exemptions.

April 2025. PGE Baltica and Ørsted will hold informational meetings for the fishing communities of Władysławowo, Łeba and Ustka in connection with the planned start of construction of the Baltica 2 offshore wind farm, located in fishing squares O6, O7, N7, N8,

M7, M8, L8. The meetings will be aimed at presenting the transitional compensation system and explaining the impact of the start of construction of the Baltica 2 offshore wind farm on fishing activities.

It is important for the company to minimize the negative impact on the natural and historical heritage of the local landscape and to maintain an open public dialog with the local community and that is what the future activities will be based on.

Contact details for the communication team of project:

### 1. Baltica 2

[www.baltica.energy](http://www.baltica.energy)

- Marcin Poznań – Senior Communication Expert at PGE S.A.  
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- Beata Głuszczyk – Communication Manager at Ørsted  
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### 2. Service center in Ustka

<https://pgebaltica.pl/>

- Marcin Poznań – Senior Communication Expert at PGE S.A.  
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## 4. SCHEDULE OF ACTIVITIES

The following schedule (Table 6) presents actions, that were and will be undertaken during the whole project lifecycle – from the preparation stage, through construction stage and the operating and maintenance stage of the project of Offshore Wind Farms Baltica 2+3 and the O&M Port in Ustka.

*Table 6: Schedule of activities towards stakeholders during the project lifecycle*

Preparatory actions	Commencement of demolition works for the construction of the operation and maintenance base in Ustka	Commencement of construction works of the operation and maintenance base in Ustka, construction of the OTS in Choczewo, and construction of the Baltica OWF	Commencement of construction works of the OWE competence center in Ustka	Completion of construction of the operation and maintenance base in Ustka (taking over the function supporting the construction of the OWF) and completion of construction of the OTS in Choczewo and Baltica OWF	Commissioning of the entire Baltica offshore wind farm project	Functioning of the Baltica offshore wind farm project
Day-to-day resolution of complaints within a functioning grievance mechanism						
Involvement of stakeholders in the development of the investment plan						
Distribution of the Stakeholder Engagement Plan and other relevant project information						
Communication of information on complaint forms						
Regular communication and organization of meetings						
Identification and involvement of interested project neighbors						
Regular communication and meetings with the communities involved						
Commitment to solving the problems of the local community and improving the lives of residents						
Additional open meetings if necessary						
				Publishing and distribution of key information on the implementation of the project by means of own tools, as well as by means of local government administration		
				Regular communication and meetings with interested groups		
				Informing interested parties about the commencement of operation of the maintenance base, all safety procedures, and functioning of the facility		
				Informing stakeholders about the mechanism for handling complaints and requests concerning the operation of the base		
					Informing on an ongoing basis about periodic results of the facility operation.	
						Regular reporting on current activities

## 5. GRIEVANCE MECHANISM

### 5.1 Objective

The complaint lodging mechanism allows every interested party to report comments and lodge complaints as regards project planning or implementation methods. Complaints may take a form of specific complaints concerning losses, concerns pertaining to routine actions as part of the project or perceived incidents or impacts.

An efficient complaint lodging mechanism, from the point of view of communities affected by the project operation effects, constitutes an available, but at the same time formalized (identification, tracking and settlement of complaints) alternative for the external dispute resolution process. However, the stakeholders will always have the right to lodge a complaint to competent authorities or in accordance with the assumptions of the legal system and the law applicable in Poland.

The complaint examination mechanism is adapted to the local context and aims at finding mutually beneficial solutions to resolve disputes and develop trust-based relationships between the company and the local community. The company undertakes to handle any complaints received in a timely manner as part of the transparent mechanism described in point 6.2.

### 6.2. Grievance mechanism – rules

Based on the recognition of different activities of the company and the presence of different contractors, each activity is subject to a grievance mechanism based on the basis of the existing detailed complaint management procedures. These procedures are transparent and do not entail any costs or consequences for the complainant. The company monitors the application of complaint management procedures and handles them on an ongoing basis.

The specific grievance procedures shall comply with the Complaint Management Guidelines and shall be based on the following principles:

- There are two teams, that manage the grievance process:
  - For the Baltica 2+3 project – the JV Stakeholder Management Team. That consists of employees from PGE and Ørsted Communication Teams.
  - For the O&M port in Ustka – the PGE Renewable Energy Sources Office, as the communication team for PGE Baltica.
- complaints may be lodged in person, by phone, by post or by e-mail. Contact details have been given in point 6.3.
- all complaints and their management, including the complaint details and summary, together with an agreement on proposed measures and follow-up measures, shall be recorded in the grievance register. All correspondence shall be documented in the grievance register with a view to performing a follow-up, reporting and drawing conclusions. The specimen form shall be available on the website (Appendix No. 2). Complaints may be lodged in Polish;
- complaints may be lodged anonymously at the complainant's express request or in sensitive cases;
- formal confirmation of the complaint receipt by the complainant and an assignment of its entry number in the grievance mechanism: in the case of complaints received electronically, the notification shall be sent by e-mail at the time of their recording, and they shall be assigned priority according to their content in order to enable the notification of their receipt and processing as soon as possible; in the case of complaints received in a physical form, the company shall use an official confirmation stamp containing the assigned entry number; if the complaint is not fully understandable or if additional information is required, the complainant will be asked for clarification at this stage;
- priority assessment and assignment of responsibility for the resolution: significant concerns and incidents will be immediately reported to senior management.

If the complaint is well founded, it shall be classified in one of the following 3 categories:

- **Level 1 complaint:** a complaint the potential impact and/or consequences of which are low and can be resolved quickly,
- **Level 2 complaint:** a level 1 complaint, which is often repeated or made by several complainants,



- **Level 3 complaint:** a complaint the resolution of which may affect the success, schedule, results or image of the project or which infringes upon national laws or standards.

The Project Management shall be notified of all complaints and the Project/Investment Project Director shall be notified of all level 3 complaints. The Stakeholder Management Team or the RES Office (Subchapter 6.3) shall initiate the resolution of complaints up to level 1, the potential impact and consequences of which are relatively low.

The Project Management shall initiate the resolution of all level 2 and level 3 complaints and level 1 complaints that may have significant consequences for the image, execution or results of the project. In the case of complaints that require involvement of a third party (e.g. a technical expert, authority), the Stakeholder Management Team or the RES Office (depending on the project covered by the complaint) shall be responsible for:

- contacting the relevant third party for consultation or resolution,
- entering in the system the history of measures taken, and a list of responsible persons who have examined the complaint, if such documents are attached.

If the proposed solution is not accepted, the complainant may lodge an appeal and communicate again with the company on his own or through external institutions, and the grievance process is repeated; if the problem being the subject matter of the complaint is resolved, follow-up and evaluation shall take place.

All complaints must be handled in a discreet and objective manner.

A separate complaint mechanism shall be developed to handle internal complaints related to the employment process.

The overall complaint closure process should not exceed 30 calendar days. If the issue raised is complex and requires further examination, the complainant shall be informed of the time required to provide a response.

The purpose of the grievance process is to settle the dispute amicably, but if this is not possible under the described procedure, after having exhausted goodwill and the available appeal possibilities, an external court procedure remains.

### 6.3. Grievance mechanism – procedure

The following chart (Figure 18) provides an overview of how to handle complaints for both projects described in this Stakeholder Management Plan.

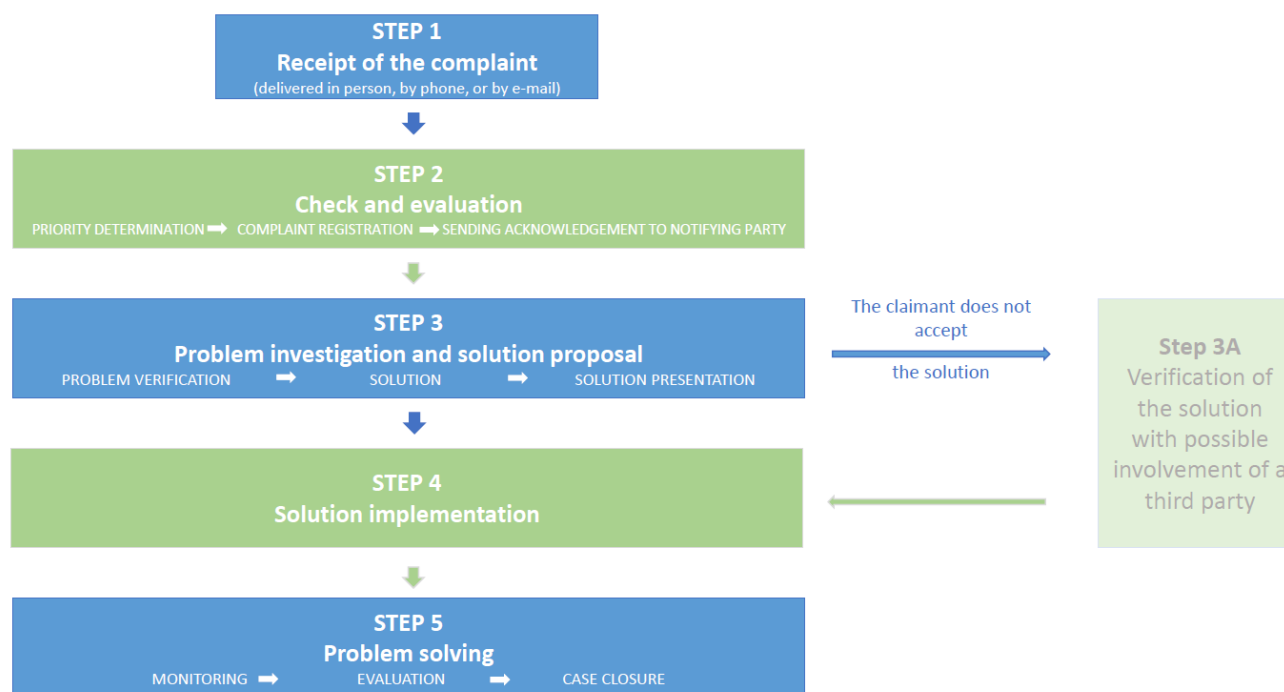


Figure 18: Grievance Mechanism Procedure

### 6.3.1. Procedure for Baltica 2+3 project

The inquiry concerning the grievance mechanism and the complaint itself may be submitted by phone to the following phone numbers and online by sending a completed form (Appendix No. 2) to the following e-mail addresses:

#### 3. Baltica 2+3 by PGE & Ørsted

[www.baltica.energy](http://www.baltica.energy)

- Marcin Poznań – Senior Communication Expert at PGE S.A.  
[marcin.poznan@gkpge.pl](mailto:marcin.poznan@gkpge.pl)  
+ 48 887 856 620
- Beata Głuszczyk – Communication Manager at Ørsted  
[beagl@orsted.com](mailto:beagl@orsted.com)  
+48 573 412 537

For those who prefer traditional correspondence, a box will be provided in the following location to place an inquiry on the grievance mechanism or the complaint itself:

#### 1. Choczewo Municipality Office

ul. Pierwszych Osadników 17, 84-210 Choczewo

e-mail: [pgebaltica@gkpge.pl](mailto:pgebaltica@gkpge.pl)

#### 2. Community Centre in Kopalino

ul. Bursztynowa 2, 84-210 Kopalino

e-mail: [pgebaltica@gkpge.pl](mailto:pgebaltica@gkpge.pl)

### 3. Community Centre in Kierzkowo

ul. Kierzkowo 27, 84-210 Kierzkowo

e-mail: [pgebaltica@gkpge.pl](mailto:pgebaltica@gkpge.pl)

The Stakeholder Management Team shall be responsible for the grievance process and shall manage the grievance properly and in accordance with the adopted procedure.

All complaints will be handled in accordance with the **grievance procedure**, the steps of which have been discussed in detail below:

- **Step 1: Acceptance of the complaint** – several complaint submission methods will be available – in person (orally or in writing through a completed questionnaire) in the aforementioned locations; by phone at the indicated phone numbers, by post and online by sending the completed complaint form (Appendix no. 2) to the indicated e-mail or postal address. The complaint form shall be available on the project website and as a hard copy at the above-mentioned facility/facilities.
- **Step 2: Checking and evaluation** – the Stakeholder Management Team shall record the complaint in the grievance register by assigning a unique number. At the complainant's request or in sensitive cases, applications will be dealt with anonymously. The complainant shall receive a confirmation of receipt of the complaint within 7 business days (by phone, by SMS, by post or e-mail) from the date of receipt of the notification. The confirmation shall state the number of the complaint so that the complainant can verify the stage of the process on its basis. In case of ambiguity in the application, the Member of the Stakeholder Management Team shall contact the complainant within 7 business days from the receipt of the application.

If the complaint is found to be unfounded (breaching the corporate rules of the project or its shareholders), the complaint shall be dismissed. The decision shall be communicated to the complainant in writing (and in person if required) together with the reasons for the appeal.

In special cases, if justified by the subject matter or scope of the complaint, third parties will be involved in the process. (e.g. central, local or other authorities, such as NGOs).

- **Step 3: Problem investigation and solution proposal** – the Stakeholder Management Team shall review the complaint and shall propose a solution as soon as possible, but no later than within 14 days. If necessary, the team member responsible for a specific complaint will contact a third party – such as local authorities or NGOs – to propose a solution to the problem.

The responsible team member shall discuss the results of the investigation and the proposed solution with the complainant. The response may be submitted in several ways, depending on the complainant's preference indicated at the complaint submission stage (e.g. in person, by phone, by e-mail or by post). The team will also request written acceptance of the proposed solution.

- For level 1 rated complaints, the team will contact the complainant directly to develop solutions under the supervision of the Manager.
- For complaints estimated at level 2, the Stakeholder Management Team Manager shall be responsible for coordinating the solution and responses. The proposed solution is communicated to other senior employees and approved by the Project/Investment Project Director.
- In the case of a complaint classified at level 3, measures shall be initiated immediately and, if necessary/required, third parties shall be consulted in parallel.
- For level 3 complaints, the response shall be signed by the Project/Investment Project Director and for level 1 and level 2 complaints it shall be signed by the Stakeholder Management Team Manager.

- **Step 3A:** If the complainant does not accept the proposed solution, step 3A (**verification of the solution**) is implemented, as part of which measures are taken to analyze and verify the proposal and possible involvement of a third party (e.g. local authorities or NGOs), or mediation. The complaint shall be examined by the Project Complaints Committee in order to facilitate its resolution. This process shall be supervised by the Stakeholder Management Team Manager. After the completion of step 3A and the acceptance of the solution by the complainant, step 4 is implemented. As a last resort, if the case is unresolved through the grievance mechanism, the complainant may appeal to the judicial authorities.
- **Step 4: Implementation of the solution** – in the case of relatively simple, short-term measures that may solve the problem, the aim will be to implement the solution within 20 days. For solutions that require a longer period of time or with which the complainants are unsatisfied, or which require additional remedial measures, the Grievance Team shall keep the complainants informed of the progress (at least once a month) until the solution is fully implemented.

The Team member responsible for the case shall inform the complainant that the solution and corrective measures have been implemented and shall confirm that the complainant is satisfied with the solution.

- **Step 5: Problem resolution** – after the implementation of the solution and evaluation of its implementation, the complaint is closed, of which the complainant is informed by the member of the Team responsible for the case.

### 6.3.2. Procedure for the project of maintenance port construction in Ustka

The inquiry concerning the grievance mechanism and the complaint itself may be submitted in person at the location indicated below, by phone to the indicated telephone number, by post and online, by sending a completed form (Appendix No. 2) to the following e-mail address:

**1. PGE Baltica**

ul. Mokotowska 49, 00-542 Warsaw

phone: +48 (22) 340 50 60

e-mail: [pgebaltica@gkpge.pl](mailto:pgebaltica@gkpge.pl)

Marcin Poznań – Senior Communications Expert

[marcin.poznan@gkpge.pl](mailto:marcin.poznan@gkpge.pl)

+ 48 887 856 620

For those who prefer traditional correspondence, a box will be provided in the following location to place an inquiry on the grievance mechanism or the complaint itself:

**2. Ustka Town Library**

ul. Kopernika 22, 76-270 Ustka

e-mail: [pgebaltica@gkpge.pl](mailto:pgebaltica@gkpge.pl)

**The RES Office, as the department of PGE S.A.,** shall be responsible for the grievance process and shall manage the grievance properly and in accordance with the adopted procedure.

All complaints will be handled in accordance with the **grievance procedure**, the steps of which have been discussed in detail below:

- **Step 1: Acceptance of the complaint** – several complaint submission methods will be available – in person (orally or in writing through a completed questionnaire) in the aforementioned locations; by phone at the indicated phone numbers, by post and online by sending the completed complaint form (Appendix No. 2) to the indicated e-mail or postal address. The complaint form shall be available on the project website and as a hard copy at the above-mentioned facility/facilities.
- **Step 2: Verification and evaluation** – the RES Office shall record the complaint in the grievance register by assigning a unique number. At the complainant's request or in sensitive cases, applications will be dealt with anonymously. The complainant shall receive a confirmation of receipt of the complaint within 7 business days (by phone, by SMS, by post or e-mail) from the date of receipt of the notification. The confirmation shall state the number of the complaint so that the complainant can verify the stage of the process on its basis. In case of uncertainties in the notification, a Member of the RES Office shall contact the complainant within 7 business days of notification receipt.

If the complaint is found to be unfounded (breaching the corporate rules of the project or its shareholders), the complaint shall be dismissed. The decision shall be communicated to the complainant in writing (and in person if required) together with the reasons for the appeal.

In special cases, if justified by the subject matter or scope of the complaint, third parties will be involved in the process. (e.g. central, local or other authorities, such as NGOs).

- **Step 3: Investigating the problem and proposing a solution** – the RES Office shall review the complaint and propose a solution as soon as possible, but no later than within 14 days. If necessary, the team member responsible for a specific complaint will contact a third party – such as local authorities or NGOs – to propose a solution to the problem.

The responsible member of the Office shall discuss the results of the investigation and the proposed solution with the complainant. The response may be submitted in several ways, depending on the complainant's preference indicated



at the complaint submission stage (e.g. in person, by phone, by e-mail or by post). The team will also request written acceptance of the proposed solution.

- For level 1 rated complaints, the team will contact the complainant directly to develop solutions under the supervision of the Manager.
  - For complaints estimated at level 2, the Director of the RES Office shall be responsible for coordinating the solution and the response. The proposed solution is communicated to other senior employees and approved by the Project/Investment Project Director.
  - In the case of a complaint classified at level 3, measures shall be initiated immediately and, if necessary/required, third parties shall be consulted in parallel.
  - For level 3 complaints, the response shall be signed by the Project/Investment Project Director and for level 1 and level 2 complaints, it shall be signed by the Director of the RES Office.
- **Step 3A:** If the complainant does not accept the proposed solution, step 3A (**verification of the solution**) is implemented, as part of which measures are taken to analyze and verify the proposal and possible involvement of a third party (e.g. local authorities or NGOs), or mediation. The complaint shall be examined by the Project Complaints Committee in order to facilitate its resolution. Supervision over the course of this process is exercised by the Director of the RES Office. After the completion of step 3A and the acceptance of the solution by the complainant, step 4 is implemented. As a last resort, if the case is unresolved through the grievance mechanism, the complainant may appeal to the judicial authorities.
- **Step 4: Implementation of the solution** – in the case of relatively simple, short-term measures that may solve the problem, the aim will be to implement the solution within 20 days. For solutions that require a longer period of time or with which the complainants are unsatisfied, or which require additional remedial measures, the RES Office shall keep the complainants informed of the progress (at least once a month) until the solution is fully implemented.

The Member of the Office responsible for the case shall inform the complainant that the solution and corrective measures have been implemented and shall confirm that the complainant is satisfied with the solution.

- **Step 5: Solution to the problem** – after the implementation of the solution and the evaluation of its implementation, the complaint is closed, of which the complainant shall be informed by a member of the Office responsible for the case.

## 6. RESOURCES, MANAGEMENT AND ACCOUNTABILITY

The overall responsibility for the effective engagement of project stakeholders, in accordance with this plan, lies with the Stakeholder Management Team of PGE and Ørsted for the project consisting in the construction of an offshore wind farm in the Choczewo municipality and with the RES Office of PGE for the project consisting in the construction of a maintenance port in Ustka.

The following persons shall be responsible for relations with stakeholders at the corporate level: the Stakeholder Management Team for the project in the Choczewo municipality and the RES Office for the project in Ustka. These units are and will be supported by other units and their teams as necessary to perform key tasks:

- implementation of this Stakeholder Engagement Plan;
- supervision over the implementation and necessary updating of the Plan;
- managing the corporate/central database of complaints;
- identification of risks related to complaints; defining remedial actions;

- regular cooperation between all organizational units and relevant construction contractors to identify local issues that need to be brought to attention of the management and special involvement.

The persons supervising and responsible for the entire project are ITP Leaders from both PGE and Ørsted. Persons working in these positions have appropriate experience in carrying out such activities. The teams performing the tasks aimed at engaging the stakeholders are also employees who are competent to manage key groups under the project.

The teams implementing the Stakeholder Management Plan are the PGE's RES Office for the project in Ustka and the JV Stakeholder Management Team for the Baltica 2+3 project. They will manage the interaction of involved contractors in the project with local communities to ensure good relations. In order to achieve this, ongoing contacts and co-operation shall be established – teams shall provide the contractors with expertise and shall expect the same from them.

The appointed teams shall report to the persons responsible for the project once a month and more frequently if necessary. The stakeholder engagement strategy will be communicated within the company at monthly meetings and, if necessary, at weekly meetings, or more frequently.

## 7. FOLLOW-UP, EVALUATION AND REPORTING

### 7.1 Reporting, follow-up and evaluation of implementation of the Stakeholder Engagement Plan

To assess the effectiveness of this Stakeholder Engagement Plan and related activities, the Company has implemented the data management and follow-up process described in this section. This process shall further support reporting to external stakeholders on request as an integral step of building trust.

Stakeholder engagement activities shall be documented and archived to ensure responsible fulfillment of commitments made to stakeholders.

The documentation described below will be used and stored by the company during the project implementation:

- A register of dialogue with stakeholders: aimed at storing, analyzing and reporting actions related to dialogue with stakeholders;
- A register of obligations: aimed at tracking obligations assumed towards different stakeholders through outgoing correspondence to stakeholders;
- Minutes of meetings, if necessary;
- A list of stakeholders: a current update of the list, including key contacts and contact data (phone number, e-mail address, etc.) while identifying additional stakeholders;
- A grievance register of complaints will record all complaints received, remedial actions undertaken and information on whether a complaint has been settled in a manner that is satisfactory to the complainant;
- Monitoring of information concerning the project by the media.

Progress in implementing the Stakeholder Engagement Plan (SEP) will be made available on a regular basis on the project website, at least every six months prior construction and at least once a year after the commencement of the project. Once every six months, the Plan shall also be evaluated with a view to analyzing whether there are new stakeholders that should be taken into account as part of the SEP.

The following table (Table 7) shows the evaluation of the implemented activities towards stakeholders.

Legend: R – Responsible, A – Accountable, C – Consulted, I – Informed

Project activity	JV Board	IPT Leaders	Project Management Team	Stakeholder Management Team	Renewable Energy Source Office
Stakeholder Identification and analysis	I	A	C	R	R
Creation of Stakeholder list and its update	I	A	I	R	R
Stakeholder Management and communication planning	I	A	I	R	R
Activities towards stakeholders and constant communication	I	A	I	R	R

Monitoring and verification of the implemented activities	I	A	C	R	R
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Table 7: Evaluation of the implemented activities towards stakeholders

## 8.2. Reporting on project implementation to stakeholders

The Stakeholder Engagement Plan (SEP) also provides for reporting on the progress of project implementation to the stakeholders envisaged under the SEP. The information shall be updated on the website every six months and at least once a year after the commencement of the project. The Investor undertakes to inform stakeholders through the media about the project implementation stages with the same frequency.

## 8. APPENDICES

### 9.1. Appendix no. 1: Stakeholder engagement log template

Engagement type	
Meeting date	
Meeting place	
People attending	
Stakeholder category	

Stakeholder group	
Surname/ Organization/ Position or Title/ Phone or e-mail	
Notes before meeting	
Notes after meeting	
Actions to take and follow up	
Documents/information shared	
Follow up date	
Notes on progress/status of actions	

## 9.2. Appendix no. 2. Complaint form

PART I Contact details	
File No.:	
Date:	Person receiving the complaint:
Basic information concerning the complainant:	

<b>First and last name:</b>	<b>Company/institution:</b>
<b>Category (contractor/supplier/local community):</b>	<b>Address and phone number/e-mail address:</b>
<b>Preferred method of contact (by phone, by post, by e-mail)</b>	

<b>PART II Complaint description</b>	
<b>Please describe the subject matter of the complaint:</b>	
<b>Preferred method of communication (in writing – by letter/e-mail; orally – in person/by phone):</b>	
<b>Date of lodging the complaint:</b>	<b>Date of acknowledgment of receipt of the complaint:</b>
<b>Signatures:</b>	
<b>Date and the complainant's signature:</b>	<b>Date and signature of the person receiving the complaint:</b>

PART III Decision/closure of the complaint	
Steps taken to resolve the complaint and outcome of dispute resolution:	
Department:	Manner of communication for providing a response:
Dispute closure date:	
Signatures:	
Date and the complainant's signature:	Date and signature of the representative of the RES Office/Stakeholder Management Team: