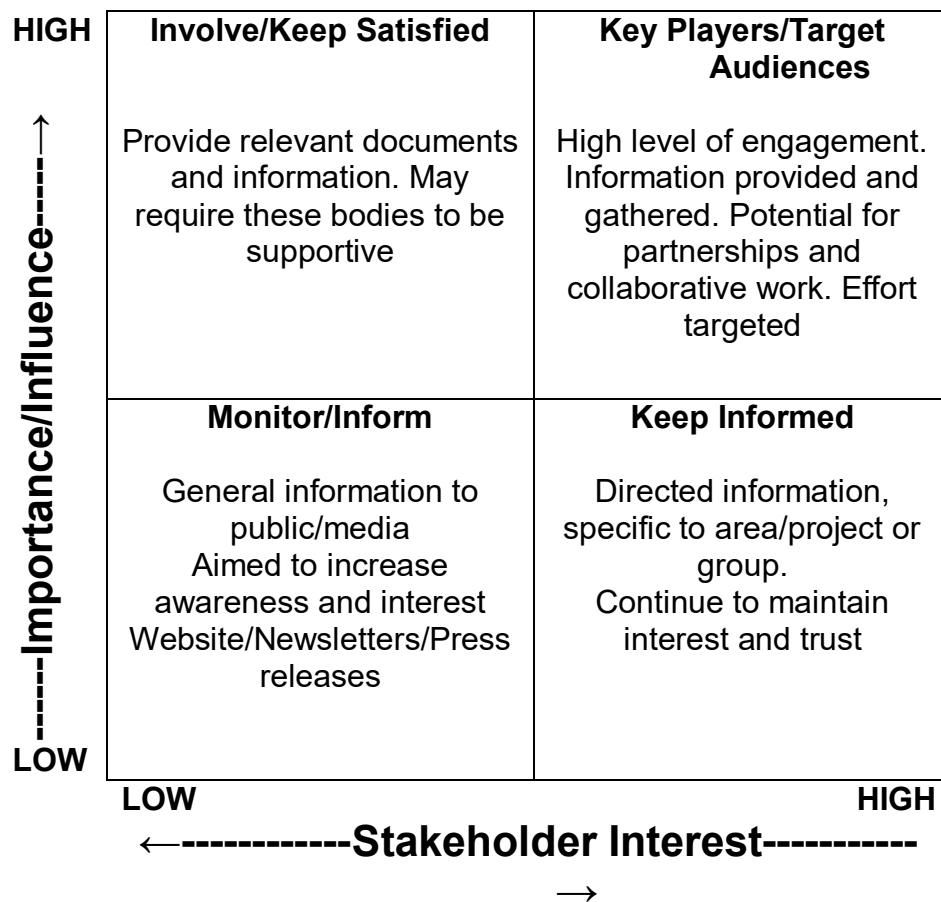


Annex 1. Stakeholder Engagement Matrix



Annex 2. Methods of Engagement

<u>Individual Focused</u>	<u>Written/Printed</u>
<ul style="list-style-type: none">• Designated contact person/representative• Informal meeting/conversation• Formal meeting• One to one briefing• Telephone call• Interview – informal or in depth• Drop in or Open Door opportunities• 'Hotline'• Visits	<ul style="list-style-type: none">• Letter – targeted/general• Formal reports/agenda papers/plans• Notes, minutes, summaries of meetings• Press releases• Consultation packs• Leaflets/posters• Briefings• Newsletters• Storyboards• Displays/stalls• Road shows• Survey/Questionnaire• Newspaper• FAQ's
<u>Group Focused</u>	<u>Electronic</u>
<ul style="list-style-type: none">• Meeting other organisations – formal/informal• Committee meeting• Partners' meeting• Public meeting• Briefing – regular/special• Seminars/Presentations• Project/task/special interest groups• Focus Groups/forums/panels• Open Days/Tours/Visits	<ul style="list-style-type: none">• Email – Targeted/Global• Website• Webcasts/videos• Blogs/twitter• Facebook etc• E news• Web Survey• SMS Text Messaging• Film/Video• Mass Media TV/Radio