REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
WEBSITE: www.ppcc.gov.lr PHONE SHORT CODE: 4357

Ref. PPCC/RL/ACEO/175/'26

October 6, 2026

Mr. Jeffrey N. Yates
HEAD OF SECRETARIAT
Liberia Extractive Industries Transparency Initiative
Republic of Liberia

Dear Mr. Yates:

Subject: **APPROVAL OF THE LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE (LEITI) UPDATED CORE BUDGET AND SBA PROCUREMENT PLAN**

We present our compliments and acknowledge receipt of your letter dated September 30, 2026, seeking the Commission's approval of the **Liberia Extractive Industries Transparency Initiative Updated Core Budget and SBA** Procurement Plan for Fiscal Year 2026.

The Commission, upon review of your submission, hereby **APPROVES** the Updated Core Budget and SBA Procurement Plan in accordance with **Section 40(5)** of the PPCA, 2026. The approved Procurement Plan will be forwarded to the Ministry of Finance and Development Planning (MFDP) for allotment processing in line with the approved plan.

Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and, as such, a procuring entity will not be required to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and deems it imperative that the **LEITI** remain in compliance with the PPCA, 2026, as we jointly aspire to achieve transparency, accountability, fairness, equality, and public confidence in procurement and concessions processes.

Sincerely yours,

Himmie E. Langford (Hon)
ACTING CHIEF EXECUTIVE OFFICER

LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE

SBA Core Budget Procurement Plan

Funding Source: GOL National Budget

Fiscal year: JANUARY 1, 2026 to December 31, 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
		BASIC DATA					IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID	BID INVITATION & RELEAS	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUAT	PC APPROVAL - BID EVALUA	CONTRACT AWARD &	ADVANCE PAYMENT	DELIVERY, INSPECTION (SUBSTAN	ACCEPTANCE & FINAL PAYMENT	Approval Status and Comments
PLANNED	1	IFB.NO./LEITI/SBA/RB/ 001/2026	Fuel and Lubricants- Vehicles & Generator (Fuel and Gasoline)	G-4661	16,507gals @ 4.18	$69,000.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB.NO./LEITI/SBA/RB/ 002/2026	Stationery	G-4761	Assorted	$15,189.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB.NO./LEITI/ SBA/RFQ/ 001/2026	Scratch Cards	J-6110	154 pks(Assorted)	$7,800.00	RFQ	3-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB.NO:LEITI/SBA/RFQ/002/2026	Guard and Security Services	N-8010	1 Firm	$7,200.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB.NO:LEITI/SBA/NCB/001/2026	Transport Equipment-Vehicle	G-4510	1-Vehicle	$ 45,000.00	NCB	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE	5	IFB.NO:LEITI/SBA/RB/003/2026	Transport Equipment-Vehicle	G-4510	2-Vehicles	$ 45,000.00	RB	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
ACTUAL																			
PLANNED	6	IFB.NO:LEITI/SBA/RFQ/003/2026	Cleaning Materials & Services	N-8129	Assorted	$ 7,200.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB.NO:LEITI/SBA/RFQ/004/2026	Repairs & Maintenance -Vehicles	G-4520	I Firm	$10,000.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	8	IFB.NO:LEITI/SBA/RFQ/005/2026	Repairs & Maintenance -Generator	G-4520	I Firm	$6,000.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
			GRAND TOTAL			$167,389.00													

Prepared By:

Francis S. Kemay, II / Procurement Officer

Approved By:

Jeffrey S. Yates/Chairperson Proc. Cmttee:

Date: Sept. 30, 2026

LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE

SBA Core Budget Procurement Plan

Funding Source: GOL National Budget

Fiscal year: JANUARY 1, 2026 to December 31, 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWIN	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TEC	BID INVITATION & RELEASE	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATIO	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL	ACCEPTANCE & FINAL PAYMENT	Approval Status and Comments
PLANNED	9	IFB.NO:LEITI/SBA/RFQ/006/2026	Repairs & Maintenance - Equipment	G-4520	1 Firms	$6,000.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB.NO:LEITI/SBA//RFQ/007/2026	Internet Service	J-6311	1 Firm	$7,044.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB.NO./LEITI/SBA/RB/ 003/2026	Printing, Binding & Publication	B-1811	1 Firm	$140,000.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE		IFB.NO./LEITI/SBA/RB/ 004/2026	Printing, Binding & Publication	B-1811	1 Firm	$140,000.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
ACTUAL																			
PLANNED	12	IFB.NO:LEITI/SBA/RB/003/2026	ADVERTISING & PUBLIC RELATIONS	M-7310	1 Firm	$62,000.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE		IFB.NO:LEITI/SBA/RB/005/2026	ADVERTISING & PUBLIC RELATIONS	M-7310	1 Firm	$62,000.00	RB	5-Jan-26	8-Jan-26	8-Jan-26	9-Jan-29	16-Jan-26	20-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
ACTUAL																			
PLANNED	13	IFB.NO:LEITI/SBA/RFQ/008/2026	Computer Supplies & ICT Services	G-4741	1 Firm	$8,000.00	RFQ	5-Jan-26	06/01/206	8-Jan-26	13-Jan-26	20-Jan-26	24-Jan-26	27-Jan-26	28-Jan-26	N/A	30-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
		GRAND TOTAL				$223,044.00													

Prepared By:
Francis S. Kentor, II / Procurement Officer

Approved By:
Jeffrey N. Yates/Chairperson Proc. Cmttee:

Date: Sept. 30, 2026

10/05/26

10/7/26

LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE

Consultancy Procurement Plan

Funding Source: GOL National Budget

Fiscal Year: January 1-December 31,2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES												
							REQUEST FOR EXPRESSION OF INTEREST APPLICABLE						REQUEST FOR APPROVALS AND APPROVAL OF AWARD						
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	NO, OF FIRMS	ESTIMATED COST(USD)	PROCUREMENT METHOD	Prep. Of TOR & PC APPROVAL	PUBLICATION OF REO	REO CLOSING & OPENING	SUBMISSION OF EVALUATION REPORT	BID SUBMISSION & PUBLIC OPENING	PREPARATION & SUBMISSION OF RFP	PC APPROVAL - TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATI	PC APPROVAL COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT & PAYMENT)
PLANNED	1	IFB.NO./LEITI/ QCBS/ 001/2026	INDEPENDENT AUDIT CONSULTANCY	1 Firm	$110,000.00	QCBS	5-Jan-26	9-Feb-26	23-Feb-26	24-Feb-26	25-Feb-26	2-Mar-26	3-Mar-26	6-Mar-26	13-Mar-26	20-Mar-26	27-Mar-26	30-Mar-26	30-DEC.-26
UPDATE																			
ACTUAL																			
TOTAL					$110,000.00														

Prepared By:
Francis S. Kettor,III
/Procurement Officer

Approved By:
Jeffrey N. Yates/Head of Secretariat/Chairperson Proc. Cmttee

10/05/26

10/2/26

Liberia Extractive Industries Transparency Initiative (LEITI)
PROCUREMENT PLAN EXPLANATORY NOTE (SBA Core budget)
Source of Funding: GOL National Budget
Fiscal Year: 2026

ITEM NO.	PACKAGES NUMBER (CODE)	PROCUREMENT CONTRACT PACKAGE CONTENT	PROCUREMENT CONTRACT PACKAGE CONTENT
1.	IFB.NO. /LEITI/SBA/RB/ 001/2026	Fuel & Lubricants- Vehicles (Fuel & Gasoline)	This contract Package is intended to purchase 16,507.00 gallons of fuel and lubricants for Vehicles for LEITI Vehicles and Generator.
2	FB.NO. /LEITI/SBA/RB/ 002/2026	Stationery	This contract Package is intended for the procurement of assorted stationeries A4 Paper, Legal Sheets, Manila Folders (A4 size),Manila Folder (Large size),Box File ,Ledgers,Pen , Permanent Marker (Assorted), Brown Envelopes (A4 size), Brown Envelopes (A3 size), Brown Envelopes (A5 size), Regular Plain White Envelopes (Peal & Seal) White Board Marker (Assorted),Wall Clocks (Large), Paper FastenersCartridges ,Canon Printer MF 3010),Paper Clips (Small),Paper Clips (Large),Staple Machine (Large),Staple Pins, Canon 2204N Toner and Flip Charts
3	FB.NO. /LEITI/SBA/RFQ/ 001/2026	Scratch Card	This Contract Package is intended to purchase 154 pks of scratch cards for communication
4	FB.NO. /LEITI/SBA/RFQ/ 002/2026	Security Guard Service	This contract Package is intended to hire a reputable firm for the provision of security service ($7,200.00) 24 hours a day, Seven days a week.
5	FB.NO. /LEITI/SBA/RB/ 003/2026	Transportation Equipment	This contract Package is intended to Purchase **2 Vehicles** for LEITI Operation.
6	B.NO. /LEITI/SBA/RFQ/ 003/2026	Cleaning Materials & Services	This contract Package is intended to purchase cleaning materials and toiletries
7	IFB.NO. /LEITI/SBA/RFQ/ 004/2026	Repair and Maintenance Services - Vehicle	This contract Package is intended for the Repair and Maintenance of two vehicles Toyota 4WD High-top – LEITI 3 and Land Cruiser PRADO LB-6600 and LEITI 4902 and the New Vehicle to be purchased

8	IFB.NO. /LEITI/SBA/RFQ/ 005/2026	Repair and Maintenance Services – Generator	This contract Package is intended for the Repair and Maintenance of LEITI Standby 100 KVA Generator
9	IFB.NO. /LEITI/SBA/RFQ/ 006/2026	Repair and Maintenance Services - Equipment	This contract Package is intended for the Repair and Maintenance of LEITI Standby 100 KVA Generator
10	IFB.NO. /LEITI/SBA/RFQ/ 007/2026	Internal Service	This contract Package is intended for the procurement of Internet Data Package Service Subscription
11	FB.NO. /LEITI/SBA/RB/ 004/2026	Printing, Binding & Publication	This contract Package is intended for the procurement of Printing Services and Publication of LEITI Reports
12	FB.NO. /LEITI/SBA/RB/ 005/2026	Advertising & Public Relation	This contract Package is intended for the procurement of Five Units of Computers & ICT Services
13	IFB.NO. /LEITI/SBA/RFQ/ 008/2026	Computer Supplies & ICT Services	This contract Package is intended for the procurement of Five Units of Computers & ICT Services

Prepared by: _____
Francis S. Kollie, II , Procurement Officer

10/05/26

Approved by: _____
Jeffery N. Yates
HEAD OF SECRETARIAT
CHAIRMAN PROCUREMENT COMMITTEE

10/7/26

Liberia Extractive Industries Transparency Initiative (LEITI)
CONSULTANCY PROCUREMENT PLAN EXPLANATORY NOTE (SBA Core budget)
Source of Funding: GOL National Budget
Fiscal Year: 2026

ITEM NO.	PACKAGES NUMBER (CODE)	PROCUREMENT CONTRACT PACKAGE CONTENT	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB. No./LEITI/QCBS/001/2026	**INDEPENDENT AUDIT CONSULTANCY**	This contract package is intended for the selection of an independent administrator for the production of LEITI 17th and 18th Report . The funds in the amount of US$ 110,000.00 are drawn from the line item " Newspapers, Books and Periodicals" coded 221604 on the attached cash plan.

Prepared by: _____

Francis S. Kettor, II / Procurement Officer

10/03/26

Approved by: _____

Jeffery N. Yates
HEAD OF SECRETARIAT
CHAIRMAN PROCUREMENT COMMITTEE

10/7/26

LIBERIA EXTRACTIVE INDUSTRIES TRANSPERANCY INITIATIVES (LEITI)

SPENDING PLAN FOR FISCAL YEAR 2026

CODE	EXPENDITURE CATEGORY	ORG. APPROP.	TRANSFER	ADJ. APPROP.	FIRST QUARTER-2026			TOTAL	SECOND QUARTER-2026			TOTAL	THIRD QUARTER-2026			TOTAL	FOURTH QUARTER-2026			TOTAL	FY 2026 TOTAL
					January	February	March		April	May	June		July	August	September		October	November	December		
4310100	ADMINISTRATION & MANAGEMENT																				
21	COMPENSATION OF EMPLOYEES																				
211101	Basic Salary	157,052.00	-	157,052.00	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	157,052.04
	Subtotal	157,052.00	-	157,052.00	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	13,087.67	13,087.67	13,087.67	39,263.01	157,052.04
22	USE OF GOODS AND SERVICES																				
221203	Internet Provider	7,044.00	-	7,044.00	587.00	587.00	587	1,761	587	587	587	1,761	587	587	587	1,761	587	587	587	1,761	7,044
221401	Fuel and Lubricants-Vehicles	49,000.00	-	49,000.00	4,083.33	4,083.33	4,083.33	12,249.99	4,083.33	4,083.33	4,083.33	12,249.99	4,083.33	4,083.33	4,083.33	12,249.99	4,083.33	4,083.33	4,083.33	12,249.99	49,000
221403	Fuel and Lubricants-Gener	20,000.00	-	20,000.00	1,667	1,667	1,667	5,000.67	1,667	1,667	1,667	5,001.00	1,667	1,667	1,666	5,000.00	1,666	1,666	1,666	4,998	20,000
221502	Repairs and Maintenance-vehicle	10,000.00	-	10,000.00	833.33	833.33	833.33	2,500.00	833.33	833.33	833.33	2,500.00	833.33	833.33	833.33	2,500.00	833.33	833.33	833.33	2,500.00	10,000
221503	Repairs and Maintenance-gen	6,000.00	-	6,000.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	6,000
221504	Repa/Maint. Mach/Equip, Furniture	6,000.00		6,000.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	500.00	500.00	500.00	1,500.00	6,000
221602	Stationery	15,189.00	-	15,189.00	1,266	1,266	1,266	3,798	1,266.00	1,266	1,266	3,798	1,266	1,266	1,266	3,798	1,266	1,266	1,266	3,798	15,189
221603	Printing, Binding, Publication	140,000.00	-	140,000.00	20,000.00	20,000.00		40,000.00	40,000.00		20,000.00	60,000.00	20,000.00	20,000.00		40,000.00				-	140,000
221201	Electricity	10,000.00		10,000.00	833.33	833.33	833.33	2,500.00	833.33	833.33	833	2,500	833.33	833.33	833	2,500	833	833.33	833.33	2,500	10,000
222108	Advertising and Public Relation	62,000.00		62,000.00	5,166.67	5,166.67	5,166.67	15,500	5,167	5,167	5,167	15,500	5,167	5,167	5,167	15,500	5,167	5,167	5,167	15,500	62,000
222116	Bank Charges	500.00		500.00	41.67	41.67	41.67	125.01	41.67	41.67	41.67	125.01	42	42	42	125	41.67	41.67	41.67	125	500
222123	Other Compensations	50,000.00		50,000.00	4,166.67	4,166.67	4,166.67	12,500	4,167	4,167	4,167	12,500	4,167	4,167	4,167	12,500	4,167	4,167	4,167	12,500	50,000
221209	Scratch Card	7,800.00		7,800.00	650.00	650.00	650.00	1,950.00	650.00	650.00	650.00	1,950.00	650.00	650.00	650.00	1,950.00	650.00	650.00	650.00	1,950.00	7,800
221303	Office Build. Rental and Lease	25,000.00		25,000.00	25,000.00			25,000				-				-					25,000
221601	Cleaning Materials and Service	7,200.00		7,200.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	7,200
222113	Guard and Security Service	7,200.00		7,200.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	7,200
221205	Other Utilities	7,200.00		7,200.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	600.00	600.00	600.00	1,800.00	7,200
221605	Computer Supplies and ICT Service	8,000.00		8,000.00	8,000.00			8,000.00				-				-				-	8,000
221607	Employee ID cards	500.00		500.00	500.00			500.00				-				-				-	500
221604	Newspapers, Books and Peridic	162,000.00		162,000.00				-	100,000.00	62,000.00		162,000.00				-				-	162,000
222109	Operation Expenses	59,324.25		59,324.25	25,000.00		30,000.00	55,000.00			4,324.25	4,324.25				-				-	59,324
32201	Transport Equipment- motorbike			-				-				-				-				-	-
312203	Furniture and Fixtures			-				-				-				-				-	-
222102	Workshop, Conferences,Semi	296,000.00		296,000.00	75,000.00	50,000.00		125,000.00	75,000.00			75,000.00	96,000.00			96,000.00				-	296,000
221903	Staff Training-Local/International	28,475.75		28,475.75	10,000.00			10,000.00		18,475.75	-	18,475.75				-				-	28,476
32201	Transport Equipment- Vehicle	45,000.00		45,000.00	45,000.00			45,000.00				-				-				-	45,000
	Subtotal	1,029,453.00	-	1,029,453.00	230,582.67	92,095.00	50,095.00	374,784.67	237,095.00	102,570.75	46,419.25	386,085.00	138,095.00	42,095.00	22,094.00	202,284.00	22,094	22,094	22,094.00	66,282.00	1,029,433
	Grand Total	1,186,485.00	-	1,186,485.00	243,682.33	105,182.67	65,182.67	414,048	250,182.67	115,658.42	59,506.92	425,348	151,182.67	55,182.67	35,181.67	241,547	35,181.67	35,181.67	35,181.67	105,545.01	1,186,485.00

PREPARED BY: _____ FINANCE DIRECTOR

APPROVED BY: _____ HEAD OF SECRETARIAT

DATE: Jan. 22, 2026

HEAD OF SECRETARIAT * LEITI *