

MINUTES

REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING
HELD IN THE CONFERENCE ROOM OF THE LEITI, OLD BUDGET BUREAU BUILDING • REDEMPTION
ROAD, MONROVIA, LIBERIA • WEDNESDAY, FEBRUARY 25, 2015

PRESENT

GOL

Florence Chenoweth	Minister of Agriculture
Harrison Karnwea	Managing Director FDA
Stephen Dorbor	Proxy Chairperson, MLME
Darlington Y. Talery	Proxy for the Commissioner General LRA
Elvin C. A. Frank	Proxy for the Minister of MIA

CSO

Cecelia T. M. Danuweli	PWYP/WANEP
James Yarsiah	Rights & Rice Foundation
Ezekiel S. Johnson	National Labour Congress (GODIMWUL)

Private Sector

Atul Mittal	Western Cluster
Ansu Konneh	Western Cluster Ltd.
Henri Harmon	Golden Veroleum Liberia
Nathaniel Jallah	ExxonMobil
John S. Deah	LTA
Senes A. Kamara	Brokers & Dealers Association

IN ATTENDANCE

Partners/Observers

Kofi Ireland	UNMIL
Alusine Sheriff	US EMBASSY
Alex S. Yeanay	AFDB
Juliane Weymann	GIZ
Myer Saye	UNDP

OTHERS

Edward S. Kamara	FDA
Chea B. Garley	MOA
David Marcos	LRA

LEITI Secretariat

Konah D. Karmo	LEITI
Hnede Berrian-Sillah	LEITI

I. Welcome - The Regular Monthly meeting of the LEITI Multi-stakeholders Steering Group (MSG) was held on Wednesday, February 25, 2015 in the LEITI Conference Room, Old Bureau of the Budget Building, Capitol Hill, Monrovia, Liberia. The meeting was chaired by the Proxy Chairperson, Hon. Stephen Dorbor who also formally welcomed everyone to the meeting.

This was followed by self-introduction.

II. Adoption of Agenda: With no amendments made to the draft agenda, it was moved and seconded that the agenda be used as the tool to guide the meeting.

III. Draft Minutes:

- **Corrections:** A page by page review of the draft meeting minutes held on January 28, 2015 was made with the following corrections made:
 - Include the name of the Managing Director of FDA, Hon. Harrison Karnwea;
 - Change the position of Hon. Tamba to Commissioner General LRA;
 - Include the statement made by FLY representative under the agenda item “recognition of former MSG members”;
 - Reverse the statement under the discussion of Secretariat Update “Summary of LEITI Reports” to record that it was made by Kofi Ireland of UNMIL and not Rice and Rights Foundation;
- **Adoption:** with these corrections made and a suggestion to include the agenda on the last page of the minutes, it was moved and seconded that the minutes, as corrected, form part of the Secretariat’s archives. This was unanimously agreed.
- **Matters Arising:** There were no matters arising.

IV. **Secretariat Update:** An update of the Secretariat covering the periods January 26 to February 24, 2015 was presented by the Head of Secretariat Mr. Konah D. Karmo. The HoS highlighted several activities undertaken by the Secretariat to include the holding of an Editor’s Forum and e-Club Symposium to a scheduled visit of EITI Regional Director, Mr. Sampson S. Tokpah as well as other operational and administrative matters.

The meeting Chair thanked the Secretariat for the update and presented the document for discussions.

- Discussion of the Secretariat update:

- LEITI Center of Excellence – the UNDP representative, Mr. Mayer Saye expressed UNDP’s sincere regrets in not responding to the LEITI request promptly. This he said was due to reallocating of resources for 2015 by the UNDP. He however promised that immediately following the meeting he will meet with the HOS on the matter. The MSG and the Secretariat thanked UNDP representative for the information.
- Concerns from UNMIL: Mr. Kofi Ireland of UNMIL said that due to delays in producing the LEITI Reports, the MSG approved the reconciler for two years to prepare both the 6th and 7th reports so as to bring the LEITI reports up to date. He therefore wanted clarifications from the Secretariat whether this was done since the Secretariat was only reporting preparations of the 6th report. Mr. Mittal of Western Cluster agreed with Mr. Ireland on the delay in preparing and publishing the reports and called on the Secretariat to try and bring the reports up to date to ensure its relevance. Mr. Ireland also expressed concern whether the Secretariat is considering a plan “B” should the international EITI not grant the request for extension giving the fact that the publication of reports and validation is just around the corner. Finally, Mr. Ireland commended the Secretariat and the donor GIZ for the e-club program but asked of plans to extend this activity to other schools in the counties especially those around concession areas.

Responding to Mr. Ireland’s concerns, the HOS explained that the contract with the reconciler is for two years but currently restricted to the 6th report and will be based on satisfactory performance before leading to the initiation of the 7th report especially since there is no funding allotted for the 7th report. The HOS further explained that there are indications that the LEITI might get the extension for validation but was not sure about the extension of the Reconciliation Report hence the proactive steps taken to ensure that the reports are prepared on time beginning with the 6th and 7th respectively. Finally, the HOS informed the

body that it was seriously considering the expansion of the e-club program to other schools especially those in concession areas and would include such under the GOL support to the LEITI, but there were limitation due to funding shortfall under the current arrangement with GIZ.

Commenting further on the expansion of e-club activities, the representative from the oil sector, Mr. Nathaniel Jallah of Exxon Mobile informed the body of its preparedness to get actively involved and offer its support to the e-club program. He said that their interest steamed from the many myth and misconceptions about activities surrounding the sector and that the opportunity to provide proper understanding to students would be a good platform from which they would want to get involve. The FDA Managing Director also buttressed Mr. Jallah's comment and expressed FDA's willingness to support activities of the e-clubs in various schools in efforts to also explain about activities in the timber/forestry sector.

- Scoping Study in the Mining Sector – Mr. Mittal from Western Cluster asked the Secretariat to provide some basic explanation about what the study entail. The HOS explained that the purpose of the study is to assess the solid mineral sector to consider the possibilities of including all payments and revenue into the EITI reporting process in Liberia. Small-scale mining and quarrels operations are proliferated in the sector and the LEITI reporting process considers the possibility of wholly including all of such payments. The meeting Chair also indicated that the government is considering the formalization of this sector under the Agenda of Transformation for change. Following these inputs, Mr. Mittal suggested that the first step should be the formalization of the sector before the LEITI can now think about incorporating them under its arrangement.

V. Report from the MSG Committees:

- Recruitment of Deputy Head of Secretariat – The Committee presented its report of shortlisted candidates to the Chair and a committee to conduct the interview was formed.

One member of the committee, Mr. John Deah, representative of the Liberia Timber Association (LTA) to the MSG dissented; noting that the method used to allocate the points was unfair because 28 points was allocated for Master's degree out of the total 35 points allocated for the academic qualification, which, he said, disadvantaged holders of undergraduate degrees.

Other members of the committee informed the MSG that allocation of points was purely based on the Terms of Reference approved by the MSG for the post of Deputy Head of Secretariat. Other committee members also accused Mr. Deah of failing to show up for committee meetings whenever he was invited.

After much deliberation of the issue by the MSG, it was unanimously agreed that the Report be endorsed given that Mr. Deah was only one member of a five-member committee with a dissenting view. The MSG resolved that Mr. Deah's dissenting position be captured in the minutes.

The MSG then constituted the Interview Panel consisting of the following:

1. Private Sector - represented by Putu Iron Ore Mining Company
2. Civil Society - represented by Publish What You Pay (PWYP)
3. An independent member of the Panel – Liberia Institute of Public Administration(LIPA)
4. Development Partners(Observers to the MSG) – represented by GIZ, and
5. Government Sector – represented by the PPCC

The MSG mandated the Committee to complete its work before March 18, 2015.

- MSG Policy Manual – the Committee Chair, Mr. Edward Kamara of FDA presented the Committee’s report to the body. He asked the MSG for approval since there is room for flexibility to make changes. With this approval, it was moved and seconded that the manual be accepted as the official policy document of the MSG. All members were encouraged to read the manual.

VI. Approval Request:

- Sanctioning of delinquent companies – the Secretariat presented a listing of delinquent companies to be sanctioned for non-compliance during the LEITI 4th and 5th Reports. Members of the MSG indicated that the Secretariat should implement the sanction in accordance with the MSG Regulation; but the Secretariat said that it needed the approval and collaborative efforts of all MSG members especially those representing the companies and line agencies and ministries of government.

The MSG give the Secretariat approval to carry out the sanctioning but asked that the listing presented be updated, especially since most companies on the list were not in existence. Mr. Harmon representing Golden Veroleum appeal that the time allotted (two weeks) as reporting period for companies be extended to at least one month since companies had other obligations and their own internal works. Mr. Harmon also informed the Secretariat that as the Head of the Agriculture Association of Liberia, he volunteer to assist in making sure that agriculture companies submit their reports. Therefore, the LEITI should send the templates to the Association and the Association would compile the templates for submission.

The body thanked Mr. Harmon for this effort while the HOS explained that even though the reporting period said two weeks, the reporting period had well exceeded one month due to delays by reporting companies. The HOS said that on many occasions the Secretariat had to go after these companies even up to the presentation of the inception report to encourage them to submit their reports.

VII. Date and time of next MSG meeting: The next MSG meeting was scheduled for Wednesday 18th March 2015.

Meeting adjourned.

REGULAR MONTHLY MSG MEETING
Conference Room of the LEITI, Old Bureau of Budget
Redemption Road Wednesday, February 25, 2015 @ 12:00 Noon

DRAFT AGENDA

1. Welcome
2. Adoption of Agenda
3. Draft Minutes (January 28, 2015 Meeting)
 - Correction
 - Adoption
4. Matters Arising
5. Secretariat Update
6. Report from MSG Committees:
 - Recruitment of Deputy Head of Secretariat
 - MSG Policy Manual
7. Approval Request:
 - Sanctions/Recommendations – delinquent Companies 5th Report
8. Any Other Business (AOB)
9. Time and date of next meeting