

## **MINUTES**

### **REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING**

**HELD IN THE CONFERENCE ROOM OF THE MAMBA POINT HOTEL**

**MAMBA POINT, MONROVIA, LIBERIA**

**WEDNESDAY May 28, 2014**

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#### **PRESENT**

##### **GOL**

Edward Kamara	Proxy for the Managing Director FDA
Chea B. Garley	Proxy for the Minister of Agriculture
Florence Chenoweth	Minister of Agriculture
Angela Cassell Bush	Dep. Min. of Expenditure (MOF)

##### **CSO**

Cecelia T. M. Danuweli	PWYP/WANEP
Mohammed Nasser	FLY

##### **Private Sector**

Samuel J. Askie	MIA
Caroline Dow	US EMBASSY
Tim Bulman	World Bank
Victor Gborgla	EY
Nicolas Mills	EY
William Kumahor	EY
Alex S. Yeaway	AFDB
Ezekiel S. Johnson	GODIMWUL

#### **IN ATTENDANCE**

##### **Partners/Observe4rs**

Kofi Ireland	UNMIL
Paulina Upla	UNMIL
Alexander Deline	IMF
Julia Fath	GIZ
Juliane Weymann	GIZ
Levon Marsland	NTNU
Sam Monbo	Monbo & Company
Delano Banks	Monbo & Company

##### **SLEITI**

Mina Horace	SLEITI
Mohammed Sallieu Bah	SLEITI
Neima Macfoy	SLEITI
Mohammed A. Salisu	SLEITI
Josephine Saidu	SLEITI
Cecilia C. Mattia	SLEITI

**LEITI Secretariat**

Konah D. Karmo

Maureen J. Mason

LEITI

LEITI

- I. **Adoption of Agenda:** The regular monthly MSG meeting was held in the conference room of the Mamba Point Hotel, Mamba Point, Monrovia. Item #6 on the agenda was move down to after item #8, while item #7 was asked to be postponed, and that the secretariat should send the information via email to all the MSG members due to the importance of the matter. A motion to adopt the agenda was moved and was seconded.
  
- II. **Draft Minutes: Corrections**  
**April 30, 2014 minutes:** For the April 30, 2014 MSG meeting minutes, no corrections were made. A motion was moved and seconded that the minutes be adopted and form part of the Secretariat's archives.
  
- III. **Matters Arising:** There was no matter arising.
  - I. **Secretariat Update:** A brief update from the Secretariat's acting head Mr. Konah D. Karmo. He started by announcing the save deliverance of the Secretariat's Administrative Manager Mrs. Hnede Berrian Sillah, who gave birth to a beautiful baby girl on Mother's Day May 11, 2014. He went on and highlighted the status of the 5<sup>th</sup> report and the 2<sup>nd</sup> draft of the report which was received May 9 2014 from the reconcilers of EY. He said the committee set up to observe the reconcilers' report had a meeting and came up with their observations and recommendations, forwarded the information to the reconcilers who would then do the final draft to be presented on 16<sup>th</sup> June 2014. The status of ongoing activities such as the Beneficial Ownership Disclosure was also highlighted. Mr. Karmo went on to talk about the funding of the BOD by the UNDP, and feedback from bidders expressing interest, and the evaluation of those bidders by the Secretariat. The acting head talked about the Contract Matrix; also known as the Contract Simplification, and how the consultants hired had not been working to the expectation of the Secretariat, so for that reason it was decided upon that the contract be terminated. He talked about the Scooping Study focusing on the oil and solid minerals, and how the USAID is gracefully willing to support the project along with the 6<sup>th</sup> LEITI report, but the information will be passed on to the MSG upon conclusion. The Dissemination process of the 4<sup>th</sup> report was also trending matter on the agenda. He said the process has been carried out and popularized in five counties in South-eastern Liberia from April 15-May 4, 2014, and will resume to the rest of the ten counties as of early June. The

E-Club which focuses on the youth and was being sponsored by the GIZ during the 1<sup>st</sup> phase has increased its number of schools by adding additional 5 to the 10 that already existed due to the positive impact it has been making. The LEITI Annual Activity Report for 2012, one of the requirements of the EITI international has been laid out, drafted, designed, and would shortly be printed out for submission to the EITI international. Mr. Karmo made mention of the Newsletter, and that it has been drafted and would soon be sent to the MSG for their input and corrections. He talked about the Peer-to-Peer learning and how it is an opportunity for EITI organizations all around to learn from each other. He also stated that, that was why the SLEITI had come to Liberia to start up with the process. Lastly the Acting Head stressed on the letters that were sent to the president of Liberia who is the champion of the EITI. One of those letters he said was the letter of Implementation of the Recommendation of the Board Statements Report, and the Chair gave update that the president has responded positively through the Ministry of Finance to the letter and that the second letter was not yet responded to.

- II. ***Discussion on Secretariat's update:*** Mr. Kofi Ireland commented on the issue of the Contract Matrix. He suggested that there should be a written briefing sent from the Secretariat to the MSG outlining fully the reasons of termination of the reconcilers and the terms of the contract that were not met, because it was the MSG who approved of the contract and it would only be fit if the minutes of the MSG carry that the MSG agreed with the Secretariat to the termination. He also commented on the issue of the E-Club. He said the Secretariat should not only provide reports for donors, but also for the MSG members because they have to give their approval for funds, and to also include in their report of the additional 10 schools for adoption. Madam Cecelia T. M. Danuweli suggested that the first letter of response from the president be circulated to the MSG member so as to know what the response actually said.

**5<sup>th</sup> LEITI Report:**

The Second draft of the 5<sup>th</sup> LEITI report was discussed by the MSG after the Report and Communication Committee presented its feedback from the review of the draft report. The Committee member Mr. Kofi Ireland said that the Committee strongly recommended that all other information of the in-kind contributions from companies be reported, except the dollar

amount. He suggested this because he doesn't want the report to be about glorifying individuals and contributors.

It was suggested that the 4<sup>th</sup> of June be the deadline for all reporting entities to turn in their reports and take into consideration the validity of the organization's timeline. Also Mr. Ireland added that the MSG actions toward those companies and entities that haven't been compliant by turning in their reports and presentations on time be published in the report.

The Secretariat having reviewed the second draft reported by the Committee from the Reconcilers, outlined some observations and recommendations and stated that the final draft of the report be submitted for presentation by the 16<sup>th</sup> of June.

- III. **Recruitment of the HOS Position:** The Finance and Administration Committee informed the MSG that 26 letters of application for the position of HOS was received, of which 7 of those letters were shortlisted, and there will be an emergency meeting held by the Secretariat to go through the interview panel with the 7 shortlisted applicants.
- IV. **AOB:** A member of the SLEITI delegation thanked the Secretariat and MSG for having them in Liberia and that their reason for coming was not in vain.
- V. **Date and time of next MSG meeting:** The next MSG meeting was scheduled for Wednesday 25<sup>th</sup> June 2014.

***Meeting adjourned.***