

MSG MEETING MINUTES

Meeting of the Multi-Stakeholder Steering Group (MSG) of the Liberia Extractive Industries Transparency Initiative (LEITI) held on September 19, 2019 at 11:00am in the Conference Room of the LEITI, Old Budget Bureau Building.

Present in Attendance:

GOL

1 Rexford C. Sartuh	MME
2 T. Ojuku Nyenpan	MFDP
3 C. Mike Doryen	FDA
4 Timothy K. Jarry II	NOCAL
5 Edrick F. Noah	MOJ
6 Edward S. Kamara	FDA

CSO

1. Cecelia T.N. Danuweli	PWYP
2. Abraham B. Gappie	MICSOL
3. Charles B. Coffey Jr.	PUL

Private Sector

1. Clarence Tay	Atlantic Resource Ltd.
2. Esiaka B. Konneh	Gold &Diamond
3. Ekema Witherspoon	LIBTA
4. Ansu S. Konneh	WCL
5. Eric Swen	Arcelor Mittal

LEITI

1. Jeffery N. Yates
2. McDonald S. Kerl, Sr.
3. J. Kennedy Kolubah
4. Maxim Duahdyu

Preliminaries: The regular meeting of the Multi- Stakeholders Steering Group (MSG) of the Liberia Extractive Industries Transparency Initiative (LEITI) was held on Thursday September 19, 2019 in the LEITI Conference Room.

Commencing at 11: 32 am, the meeting was called to order by the Chair of the MSG, Hon.C. Mike Doryen. This was followed by self-introduction of members of the MSG.

The presiding officer of the meeting, Hon. Doryan, asked Hon.Rexford C. Sartuh, representation the Co-Chair of the MSG, to do the welcome remarks. Mr. Sartuh welcomed all in attendance and stated that they are the governing body of the LEITI and that they should all work together to ensure the success of the EITI process in Liberia.

The Presiding, Hon C. Mike Doryen, in a short statement also welcomed everyone on behalf of the President of the Republic of Liberia, H.E George M. Weah, and himself. He stressed that Liberia is the only country we have and we all have to work to make it stable. He emphasized that LEITI is a transparency framework that seeks to promote the accountable management of the country's natural resources. He stated that the practice of transparent resource management prevents conflict and promotes stability of the state, and attracts investment. He urged his fellow MSG members to put Liberia's interest first despite our diverse political and religious views. He encouraged all to build a strong working relationship and cultivate mutual respect for each other for the forward march of the EITI Implementation in Liberia.

Reading of the Agenda

The presiding asked Mr. Jeffrey N. Yates to read the agenda. The agenda was read as requested. Following the reading of the agenda, the Chair presented the agenda and requested the will of the body towards the agenda. It was subsequently moved and seconded that the agenda be used as a working tool to guide the meeting.

Silent prayer was offered by members, followed by the discussions below:

Update from the Secretariat on current issues was provided by Mr. Jeffrey N. Yates. Mr. Yates informed the MSG of the following:

- The Secretariat currently runs one LRD and one USD Account at the International Bank Liberia Limited (IBLL). As of this date, both accounts only have the required minimum balance in each.
- The Secretariat currently has twelve (12) employees on regular payroll. Howbeit, an additional two (2) other individuals are providing janitorial services at the office. Mr. Yates also informed the MSG that the money intended to hire a security firm is now being used to pay Five (5) other individuals to provide security services at the LEITI Secretariat.
- The Secretariat currently has two (2) vehicles. The vehicle marked 6600 was used by the former Head of Secretariat, Mr. J. Gabriel Nyenka, and it has been down for almost two (2) months. Before his new appointment, the former Head of Secretariat told me that he asked a friend at NPA to help service the vehicle marked 6600. As of this date, the vehicle is still being parked at the NPA's compound. Upon completion of the repair and maintenance works, and same being delivered to the Secretariat, he will inform members of the MSG in the next meeting. As for the vehicle marked LEITI-3, it has been down and parked on the compound of the LEITI for almost one (1) year due to the lack of funding for repair and maintenance works.
- In accordance with discussion held between the Secretariat and our international guests, we have circulated the 9th EITI Report to members of the MSG and requested them to kindly upload same on their websites. This is another form of dissemination and awareness creation around the report.
- The Secretariat Website has been down since six (6) months ago due to the inability of the Secretariat to meet up with its required financial commitments owed the vendor.
- The Secretariat has no functional printer as of this date; and four (4) regular personnel's computers have spoiled/ need serious repair and maintenance works.
- There is absolutely no internet service at the LEITI Secretariat. Employees are using connections from their phones to do office related works.
- The Secretariat is yet to receive petty cash for normal office operations for the past eleven (11) months.

- The LEITI Secretariat is without stationery/ office supplies for the past six (months). Employees normally buy sheets for printing, put his/her document on a computer stick and go outside to print.
- Currently, the Secretariat is without a Head and Deputy Head of Secretariat.

REPORTING

- The Secretariat needs to publish the following reports before December 31, 2019:
 - 10th EITI Reports(2016/17)
 - 11th EITI Report(2017/2018)
 - Annual Progress Report(2017&2018)

Decision on the way forward

The chairman of the MSG suggested to the body that base on the urgency of the reports to be published, Mr. Jeffery N. Yates be appointed as Acting Deputy Head of Secretariat/ officer In-Charge and Mr. Samson S. Tokpah as Technical Consultant for the period of six (6) months so as to enable LEITI escape delisting and produce other relevant EITI instruments.

Following the Chairman's suggestion, the MSG took the decision to appoint and indorsed Mr. Jeffrey N. Yates as Acting Deputy Head of Secretariat/ Officer In-Charge and Mr. Samson S. Tokpah as Technical Consultant of the secretariat for the period of six (6) months. In the same direction, the Board authorized the Chairman to establish contact with Mr. Tokpah and inform him of their decision on his preferment as Technical Consultant.

Fast forward, the Chairman of the MSG Hon.C. Mike Doryen requested Mr. Yates to work with the Technical Consultant on the fifteen (15) corrective measure from now to the end of December 2019.

The Board also mandated Mr. Jeffrey N. Yates to prepare an emergency six months implementation budget to be approved by the MSG, and subsequently submitted to the Ministry of Finance and Development Planning.

In his response to the Board's decision, Mr. Yates accepted his preferment by the Board and promised to work vigorously with all members of the MSG, the Technical Consultant, Development Partners and staff of the Secretariat to perform his duties in a timely manner.

Finally, the MSG meeting was adjoined at 1:30pm and the closing prayer was offered by Mr. Jeffrey N. Yates.