

# MINUTES

REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING  
HELD IN THE CONFERENCE ROOM OF THE LEITI SECRETARIAT • WEDNESDAY,  
JANUARY 27, 2016

## PRESENT

### GOL

Stephen Dorbor	Proxy of the Chair/MLME
Chea B. Garley	Proxy for the Minister of Agriculture
Elvin C. A. Frank	Proxy for the Minister of Internal Affairs
Isaac K. Kipi	Proxy for the Managing Director of FDA
Augustine N. Doe	Proxy for Hon. Adolph Lawrence of the House of Rep.

### CSO

James M. Yarsiah	Rights & Rice Foundation
Cecelia T.M. Danuweli	PWYP/WANEP
Marpue M. Speare	WONGOSOL
Winston W. Wreh	GODIMWUL/Labor Congress

### Private Sector

Laurentine H. Bass	ExxonMobil
Esiaka B. Konneh	Brokers and Dealers Association
K. Emmanuel Yarkpazuo	Golden Veroleum Liberia
Zinnah B. Sackie	Aureus
Martin F. Kerkula Sr.	Liberia Timber Association

## IN ATTENDANCE

### Partners/Observers

Kofi Ireland	UNMIL
Lilieth Whyte	US Embassy
Daniel Boakue	World Bank
Christoph Buchberger	GIZ

### OTHERS

Henri Harmon	Liberia Agriculture Companies Association (LACA)
AL- Dennis	Liberia Revenue Authority (LRA)

### LEITI Secretariat

Konah D. Karmo	LEITI
Myer W. Saye	LEITI
Roosevelt W. Seedee	LEITI

I. **Preliminaries** – This meeting marked the 1<sup>st</sup> Regular monthly meeting of the LEITI Multi-stakeholders Steering Group (MSG) for the year and was held on Wednesday, January 27, 2016 in the Conference Room of the LEITI Secretariat. The meeting commenced at 12:40 pm, and was chaired by Hon. Stephen B. Dorbor, Proxy of the MSG Chairperson. For his part, the Head of Secretariat Mr. Konah D. Karmo welcomed members of the MSG to the year 2016 and stressed the need to set the agenda for a smooth working relationship with all stakeholders involved with the EITI implementation in Liberia.

**II. Adoption of the Agenda:** The agenda was read. It contained several discussion points, with the key items listed below:

- Secretariat update
- Update on 7<sup>th</sup> EITI Global Conference

A motion was made and seconded and the agenda was adopted to form the basis for the meeting.

**III. Draft Minutes:**

- ***Corrections:*** The minutes from December 2015 meeting was opened for review.

Page 1:

- Mr. Chea B. Garley was wrongly captured as Minister of Agriculture instead of proxy for the Minister of Agriculture.
- Mr. Esiaka Konneh represents Brokers and Dealers Association instead of Gold and Diamond Workers Union of Liberia.
- Mr. Bernard Sanya name was removed from GoL representation to others representation
- Madam Marpue M. Speare name was corrected to Speare instead of Spear
- Mr. B. Al-Dennis representation was wrongly classified under NOCAL instead of LRA

Page 2:

- Mr. John Deah represents Liberia Timber Association and not Liberia Timber Authority.

- ***Adoption:*** With these corrections made, a motion was made and seconded and the minutes were adopted to form part of the Secretariat's archives.

- **Matters Arising:** No matters were raised.

**IV. Secretariat Update:** An update of the Secretariat for the period December 14, 2015 to January 26, 2016 was presented by the Head of Secretariat Mr. Konah D. Karmo. The key highlights are summarized below:

➤ **Dissemination of LEITI 6<sup>th</sup> Report and Contract Matrix**

During the period under review the Secretariat completed dissemination of the LEITI 6<sup>th</sup> Report and contract Matrix (Simplified Contracts) throughout the fifteen counties of Liberia.

The dissemination was conducted between January 4<sup>th</sup> and 22<sup>nd</sup>, 2016. The Secretariat has also circulated copies of the full and summary versions of the 6<sup>th</sup> LEITI Report to various institutions, including ministries, agencies, embassies, learning institutions, etc.

➤ **Updates on the 7<sup>th</sup> EITI Global Conference**

During the period under review, the Secretariat forwarded to the International EITI Secretariat the list of LEITI delegates to the 7<sup>th</sup> EITI Global Conference scheduled to take place in Lima, Peru from February 24 – 25, 2016.

## **Notes from the EITI Secretariat:**

We would like to take this opportunity to ensure that each sponsored member of your delegation has indeed received and confirmed their travel itinerary with the travel agency. This is important as you may need support from the travel agency in liaising with the appropriate Embassy in your country to obtain transit visas where necessary. This will require filling out the visa application form and providing the relevant documentation requested.

### ➤ **Funding**

On January 25, 2016, the Secretariat received a communication from the Ministry of Finance and Development Planning (MFDP) informing us of a decrease in the LEITI's 2015/2016 budgetary Appropriation from Seven Hundred Seventeen Thousand Five Hundred Twenty-Seven United States Dollars (US\$ 717,527.00) to Six Hundred Sixty Four Thousand Four Hundred-Eighteen (US\$664,418.00) due to budgetary shortfall. The decrease translates to a total deduction of about Fifty Three Thousand One Hundred Nine United States Dollars (US\$ 53,109.00).

Upon receipt of the communication, the Head of Secretariat along with the Finance Director met with Dr. James F. Kollie, Deputy Minister for Finance & Development Planning and informed him of the adverse impact the deduction would cause the LEITI. The Secretariat communicated formally with the MFDP requesting it to reconsider its decision to decrease LEITI's budgetary appropriation.

The GIZ has provided a one-month local subsidy to the Secretariat to support the LEITI pre-validation activities.

The United Nations Development Programme (UNDP) provided a vehicle (Toyota Prado) to the LEITI Secretariat under its Extractive Industries for Sustainable Development Programme.

### ➤ **Administration:**

The Communication and Outreach Officer, Mr. Samson Z. Wonnah resigned his post on January 13, 2016. Mr. Wonnah cited his reason for resigning as personal. Mr. Wonnah was part of the LEITI team that travelled to South Eastern Liberia to disseminate the 6<sup>th</sup> LEITI Report but did not return to work. The Secretariat has reliably learned that Mr. Wonnah has travelled to the United States.

- **Discussion of the Secretariat update:** Following the update, Hon. Dorbor thanked the Head of Secretariat and declared the update opened for discussions. Various comments, concerns and issues raised in relation to the Secretariat Update are highlighted below:
  - **Dissemination of Reports:** Mr. Koffi Ireland of UNMIL suggested that the dissemination exercise be extended to universities and high schools implementing the E-Club program for more public engagement. He stressed the need for CSOs and the private sector to also take the lead in the report dissemination void of the Secretariat support.
  - On this, James M. Yarsiah of Rights and Rice Foundation (RRF) stated that his organization has started disseminating the reports in Lofa, Gbarpolu and Bomi counties respectively.
  - Cecelia T.M. Danuweli of PWYP was quick to state that there is ongoing discussion by FLY, LINSU and the other NGOs that are members of the PWYP coalition regarding dissemination of the reports.
  - Esiaka Konneh of the Brokers and Dealers association expressed his dissatisfaction over the manner his organization has been left out of the dissemination exercises of late by the LEITI

Secretariat. But the Secretariat clarified that due to funding constraints only the civil society was invited to participate in the 6<sup>th</sup> Report dissemination.

- Mr. Henri Harmon indicated that issues raised by Salala Rubber Company were not captured in the Beneficial Ownership (BO) report.
- Responding to Mr. Harmon's assertion, the HOS said the report in question was distributed to all sectors, including companies to make input to the document and those who failed to live within in the deadline need to hold themselves responsible as the report was already completed and published.
- Resignation of Communications and Outreach Officer: Madam Lilieth Whyte of the US Embassy asked whether the Secretariat notice any missing item upon the departure of the Communications and Outreach Officer. In his response, the HOS informed that all assigned items were turned over to LEITI Secretariat by Mr. Samson Wonnah, former Communications and Outreach Officer.

**V. Any Other Businesses** After the key agenda items were exhausted, other issues were brought on the floor and discussed as follow:

- Agriculture Sector Representation on the MSG: The issue of the agriculture sector representation on the LEITI MSG as it relates to Mr. Henri Harmon was put on the table for discussion. Mr. Harmon's fate on the MSG on behalf of the agriculture sector was met with mixed reactions with people for and against. The matter was finally forwarded to the Governance, Membership and Ethics Committee for investigation with the view that findings be made available during the next meeting.

**VI. Summary of Decisions Reached**

- MSG Lunch Schedule: It was agreed that going forward, the MSG will have lunch at 11:30 am each meeting day to ensure that the meeting commences on time (12 noon).
- Recruitment of Communications and Outreach Officer: A consensus was reached that the Secretariat procure a new Communications and Outreach Officer. In the interim, an approval was given to head-hunt a communication consultant for a period not more than 3 months.
- Agriculture Sector Representation on the MSG: The matter was forwarded to the Governance, Membership and Ethics Committee for investigation with the view that findings be made available during the next meeting.

**VII. Date and time of next MSG meeting:** The next MSG meeting was scheduled for Wednesday, March 23, 2016.

*The meeting was adjourned at 2:15pm.*