

# LEITI MULTI-STAKEHOLDERS STEERING GROUP

## MINUTES OF THE 36<sup>TH</sup> MEETING

4<sup>TH</sup> FLOOR, MINISTRY OF FINANCE BUILDING, MONROVIA

THURSDAY, MAY 27, 2010 AT 12:00 NOON

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<u>Attendance</u>	<u>Institution</u>	<u>Status</u>
Eugene H. Shannon	MLME	Co-chairperson
Gbehzohngar M. Findley	House of Senate	Member
Matthew V. Z. Darblo	House of Representative	Member
Christopher Neyor	MOS/ Office of the President	Member
Abraham M. Kromah	MOA	Member
Marie E. Leigh Parker	NOCAL	Member
Roosevelt K. Forh	AmLib	Member
Chief Zanzan Karwor	NTCL	Member
Esiaka B. Konneh	Miners and Brokers Association	Member
Alfred L. Brownell	Green Advocates	Member
Matenneh-Rose L. Dunbar	Oranto Petroleum	Member
Dabah M. Varpilah	MOF	Alternate
Edward S. Kamara	FDA	Alternate
Helena Jackson-Thornes	GODIMWUL	Alternate
Betty Mends-Cole	BHP Billiton	Alternate
Eric Swen	ArcelorMittal	Alternate
E. Ekema A. Witherspoon	MIA	Alternate
Philip A. Sandi	PWYP	Alternate
Edward R.A Smith	LEITI Secretariat	LEITI Staff
 <u>Others:</u>		
Sam Monbo	Monbo & Company	Consultant
Tarnue Doywai	Monbo & Company	Consultant
Florian Gomart	Green Advocates	Observer

1) **Adoption of the Agenda**

The meeting was chaired by Mrs. Marie Leigh Parker, Senior Vice President for Finance, National Oil Company of Liberia (NOCAL) with calls for motion to adopt the draft agenda. It was moved and seconded that the draft agenda be used as a tool to guide the meeting.

2) **Draft Minutes of the 35<sup>th</sup> Meeting: corrections, adoption and matters arising therefrom:**

The draft minute of the 35th meeting was reviewed page by page and few minor corrections were made. Thereafter, it was moved and seconded that the minutes form part of the Secretariat's archives.

## Matters Arising:

**Relocation of the LEITI Secretariat:** The issue of relocating the LEITI Secretariat was raised and the Acting Head of Secretariat said that everything was on course for the relocation of the Secretariat but that the conference room, which is expected to be used by the Secretariat to hold its monthly MSG Meetings, is being used by the Ministry of Finance as a Training Room. Mrs. Parker suggested, and the MSG agreed, that the Secretariat communicate to the Minister requesting the Ministry to turn over the entire floor at the BOB Building, including the training room to the LEITI Secretariat.

**Status of the recruitment of the New Head of Secretariat:** The Special Assistant to the Minister of Finance and focal person on LEITI issues, Madam Dabah M. Varpilah, explained that a contract has been drafted and is in the possession of the Ministry of Finance but, due to the busy schedule of the Minister he has not had the time to review the contract and conclude the recruitment process. She assured the body that within the next week the process will be concluded.

**Consultancy for Cllr. T. Negbalee Warner:** It was agreed that Cllr. Warner continue as LEITI Consultant for another three (3) months beginning May 28, 2010 up to and including August 28, 2010. The terms and conditions of the consultancy remains the same.

### 3) **30<sup>th</sup> Secretariat Report**

The Acting Head of Secretariat, Mr. Edward R. A. Smith, submitted the 30<sup>th</sup> Report of the LEITI Secretariat. The report highlighted major activities of the Secretariat and financial matters for the period April 26, 2010 to May 24, 2010.

Following the presentation of the draft Report, it was moved and seconded that the Report be corrected and thereafter form part of the LEITI Archives.

### 4) **Status of the Resolution of Unresolved Discrepancies Contained in 1<sup>st</sup> LEITI Report**

The Independent Consultant, MGI-Monbo & Co submitted a final draft of the report to resolve all unresolved discrepancies contained in the 1<sup>st</sup> EITI Report to the MSG and informed the body that all discrepancies contained in the report have been resolved. He was then asked to give highlights on the report. He highlighted the issue of fake receipts, bad record keeping by some companies, and the noncooperation by some companies, the issue of the MOF including some amounts that were not paid by ArcelorMittal, and that some companies (Liberty Gold 7 Diamond, Target Resources) could not be located.

He than recommended that the company's report of payments be printed out on a quarterly bases from the Ministry of Finance data base. This, he said would help to make the work of the reconciler easier.

Mrs. Parker recommended that the final report submitted by Monbo & Co be signed off by the Ministry of Finance to ensure that the report is understood and agreed upon by all parties involved.

5) **Presentation of LEITI draft Budget-2010/2011**

The Chair suggested that the budget be submitted to members of the Finance Committee for review and approval. This was unanimously agreed.

6) **Discussion of Draft Integrated LEITI Operational Manual**

A small committee chaired by Senator Gbehzohngar M. Findley was formed to review the draft LEITI Operations Manual and report to the MSG at the next meeting. Other members of the Committee are: (1) Atty. Alfred L. Brownell; and (2) Mr. Roosevelt K. Forh. The Secretariat was instructed to submit the draft manual to the committee following the meeting.

7) **Approval of list of Nominees for NEW MSG**

The list was presented to the MSG and there were no objections made. The Secretariat was then mandated to draft a letter for the signature of the LEITI Chairperson submitting the names of the new MSG members to the President for appointment.

8) **Any Other Business (AOB )**

**Persevering LEITI's image:** Atty. Alfred L. Brownell of Green Advocates said that the Liberia EITI is praised and envied by EITI in other countries for its progressiveness and lead in EITI implementation. He called on the LEITI MSG to do all in its capacity and beyond to ensure that the Liberia EITI maintains this status, which is recognizable both locally and internationally. He said that members of the MSG should ensure to attend regular LEITI meetings and futures instead of designating junior officials to attend.

9) **Time and date of next meeting**

Members of the Liberian Parliament serving on the LEITI MSG complained that the time and date selected for holding of the MSG monthly meeting is conflicting with the time legislative sessions are held at the Capitol Building, thereby making them unable to attend the MSG Meetings. Therefore, it was unanimously agreed that henceforth, the LEITI monthly MSG Meetings will be held on the last Wednesday of every month instead of the last Thursday of the month.

Submitted by: \_\_\_\_\_

Hnede L. Berrian  
**Administrative Manager**