

**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, SEPTEMBER 28, 2016**

---

**PRESENT**

**GOL**

Jamba D.Keita	MLME
B. Al - Dennis	LRA
James N. Glayeneh, Jr.	MFDP
E. Richmond Jallah	NOCAL
Lawrence Massaquoi	MOA

**CSO**

Cecelia T. M. Danuweli	PWYP/WANEP
James M. Yarsiah	Rights & Rice Foundation
Frances R. Deigh Greaves	NCSCCL
Finda Salay	WONGOSOL
Ezekiel Johnson	Liberia Labor Congress

**Private Sector**

Laurentine H. Bass	ExxonMobil
John S.Deah	LTA
Matt Karinen	GVL
Zinnah B. Sackie	AUREUS
Mohammed M. Kamara	Gold & Diamond Brokers and Dealers Assoc.

**IN ATTENDANCE**

**Partners/Observers**

Kofi Ireland	UNMIL
Christoph Buchberger	GIZ
Smile Kwawukume	World Bank
Alex S. Yeanay	AFDB

**OTHERS**

Gilbert Ngesu	UNMIL
Sekou M.Sheriff	EXXONMOBIL
K. Emmanuel Yarkpazuo	GVL

**LEITI Secretariat**

Konah D. Karmo	HOS/LEITI
Cedrick W. Kpadeh	LEITI

**Preliminaries** - The Regular meeting of the LEITI Multi-stakeholders Steering Group (MSG) was held on Wednesday, September 28, 2016 in the LEITI Conference Room. Commencing at 12:45pm, the meeting was called to order by the Head of Secretariat who welcomed the participants and informed them that Hon. Stephen B. Dorbor/Proxy of the Chair/MLME was bereaved and could not be present. However, Mr. John Deah of the Liberia Timber Association – a representation of the private sector on the MSG will preside consistent with the MSG manual.

This was followed by self-introduction.

**Adoption of Agenda:** HoS made a motion for provision to allow the Committee on Communications to make report on the second Post Award process Audit. With this accepted the agenda of ten items was adopted

**Draft Minutes:** The draft minutes of August 23 Regular Meeting was adopted by the body after the following changes were observed and made:

- One of the observers from UNMIL who said he attended the last meeting but name was omitted, was corrected
- Misspelled name corrected
- Clarity made on the exact money received from the UNDP for dissemination (76 thousand United States Dollars)
- Suggestions made for pages of the minutes to be numbered

With these corrections and clarification, the minutes was adopted through a motion

- **Matters Arising:**

- There were no substantial matters arising from the minutes to be discussed.

**Secretariat Update:** An update of the Secretariat covering the period August 23 to September 27, 2016 was presented by the HOS as follows:

**9<sup>th</sup> Reconciliation Report**

The Secretariat has begun processes leading to preparation of the 9<sup>th</sup> EITI Report for Liberia. A draft TOR has been prepared and submitted to the MSG for review and subsequent approval.

**Beneficial Ownership Disclosure (BOD) Roadmap**

In line with the 2016 EITI Standard which requires all EITI Implementing countries to publish a roadmap for disclosing beneficial ownership information by January 1, 2017, the Secretariat has begun the preparation of a draft beneficial ownership roadmap for submission to the MSG for inputs and approval. During the period under review, the LEITI Secretariat participated in several Webinar (online) conferences organized by the International EITI Secretariat with EITI implementing countries on BOD roadmap preparation and implementation.

**EITI Validation**

The Secretariat is still awaiting the draft validation assessment report from the International EITI Secretariat following the visit of a two-man validation fact-finding mission to Liberia from August 22 – 26, 2016. Upon receipt, the Secretariat will submit the draft report to stakeholders, including the MSG, for comments and/ or feedback.

### **Dissemination of the LEITI 7<sup>th</sup> & 8<sup>th</sup> Reconciliation Reports**

Commencement of the country-wide dissemination of the 7<sup>th</sup> & 8<sup>th</sup> LEITI Reports is becoming an increasing reality as the Secretariat has received alert of possible transfer of funds from UNDP for this purpose before the end of September. Meanwhile, the Secretariat is continuing preparation for dissemination, which includes procurement, preparation of movement and other schedules, identification of CSOs and media institutions to participate in the dissemination along with the Secretariat.

In continuation of efforts to popularize the 7<sup>th</sup> & 8<sup>th</sup> LEITI Reports, on September 5, 2016 the Head of Secretariat along with two MSG members, namely, Mr. John Deah and Mrs. Frances Deigh Greaves appeared on UNMIL Radio's Civil Affairs Program to discuss the LEITI 7<sup>th</sup> & 8<sup>th</sup> Reports with the public. The appearance was made in response to an earlier invitation received from UNMIL Radio - facilitated by Mr. Kofi Ireland – UNMIL Representative to the MSG.

### **Administration**

During the period under review, the Head of Secretariat, Mr. Konah D. Karmo took two weeks of his Annual Leave which commenced from Monday, September 12<sup>th</sup> to Friday, September 23<sup>rd</sup>, 2016. He returned to work on Monday, September 26, 2016.

### **Communications and Outreach activities**

The second phase of the E-club activities, which is the *On Campus Speaker Series*, started last Thursday September 22, 2016 with a daylong workshop with all coordinators of the fifteen high schools participating in our E-club program. The workshop mainly focused on record keeping and setting rules of recruitment and scheduling. All of the schools agreed to accomplish the full implementation of the activities on or before October 14, 2016. GIZ sponsored the event.

### **Conferences**

The Deputy Head of Secretariat, Mr. Myer W. Saye, Sr., will be travelling to Addis Ababa to represent the LEITI at the Trust Africa's anniversary and annual programming event. Trust Africa is a philanthropic organization working on natural resource governance and has been a strategic partner of LEITI on this front. The trip will afford the DHOS to deepen resource mobilization for LEITI as it provides the platform for interaction with other philanthropic organizations. The trip is fully sponsored by Trust Africa. He will be away for 5 days beginning September 29, 2016.

The Head of Secretariat and Mr. Sarnyenneh M. Dickson – Industry / Sector Analyst and focal person on the Beneficial Ownership Disclosure implementation, have been invited to participate in an EITI-sponsored Anglophone/Lusophone regional BOD workshop in Nigeria from 30 October - 3 November, 2016.

The workshop is aimed at strengthening EITI implementing countries' capacity in BOD road map preparation and implementation. The International EITI Secretariat will underwrite all costs associated with LEITI's participation.

A motion was made and seconded to adapt the update for discussion.

**Discussion of Secretariat update:** Following the update, the Presiding Mr. Deah thanked the HoS and declared the update opened for discussions. Various comments, concerns and issues were raised in relation to the update as highlighted below:

### **Gilbert Ngesu – UNMIL**

UNMIL again extended invitation to the Secretariat to further engage its radio platform to inform beneficiaries on the schedules for the dissemination exercise of the reports.

### **HoS**

In response, HoS the thanked UNMIL for the gesture and noted that the Secretariat will make use of every available public outreach mechanism to inform the people about the dissemination exercise.

### **James Yarsiah-Rights and Rice**

Mr. Yarsiah wanted to know whether there was a specific timeline for the fact finding team on validation to release an initial report on Liberia

### **HOS**

The HoS stated that though there was no official schedule to this, it is expected to get an initial report that will be reviewed by the MSG in about four weeks

### **Alex Yeanay-AFDB**

He asked whether the UNDP has committed to providing the fund for dissemination and whether invites will be sent out to those who will want to participate in the exercise and secondly, is the E-Club Activity County specific or Monrovia based as been observed.

### **HOS**

The HOS stated that the Secretariat was receiving positive signals from the UNDP that the fund will be made in a matter of days and yes invitations will be sent out as usual to people wanting to participate in the exercise.

On the E-Club activities, Madam Cecelia Danuweli reminded the HOS that it was prior arranged for the activities to be expanded across the counties. To this, Kofi Ireland of UNMIL pointed out that expansion especially to schools in the vicinity of concessions will further mitigate concession related conflicts.

In response, the HOS said the Secretariat will start to work with the 15 focal persons to make routine visits to schools in the leeward counties to deliver lectures to students on the activities of LEITI while funding is being sought. He said at present, only the GIZ is funding the E-club program.

### **Kofi Ireland-UNMIL**

Kofi asked on the standing of the LEITI's allotment in the national budget; was it altered in any way?

### **HOS**

To this the HOS said there was no official statement regarding any alteration but from what he is gathering from sources, the allotment as it stands was yet untouched.

### **Alex Yeanay-AFDB**

Challenged LEITI to take advantage of the AFDB's IPFMRP that will soon be opening; He said there will be about 700 hundred thousand or less, up for gripes

### **Approval of TOR for 9<sup>th</sup> report**

The presiding requested the HOS to present the TOR for review and approval but as it was presented there was a quick notification from Matt of GVL that the time was too short and therefore suggested additional time to allow for adequate reviewing. To this the HOS agreed noting that it was presented at the meeting to allow for the committee to take charge for review and later advise the MSG. It was however suggested that initial feedback from the earlier review process be included. The presiding acknowledged and then sent it to committee room for further review and presentation to the MSG in its next sitting. It was however observed that many of the members of the MSG did not know the various committee members; and so it was agreed that the Secretariat emailed members of the MSG, updated committees and members.

### **Presentation of the second post award process audit**

Like the TOR, as this was presented, Kofi made a suggestion that was later buttressed by Yarkpazuo of GVL that the report heads back to committee room to review the draft report and

changes therein. This received a consensus agreement and so it was sent to the requisite committee to review in two weeks and advise the MSG subsequently

### **Sanctioning of Non-compliant companies**

Presenting the list to the presiding, the HOS stated that the action is consistent with regulation 009 of the EITI standard for the Secretariat to review the reports and recommend to the MSG. He noted that the committee in charge should be robust especially with companies that did not comply at all.

After his statement, there were mixed reactions from the body on the issue of compliance with some stating that some of the questions especially number 9 was ambiguous, while others suggested tougher action from the MSG to all non –complaint companies so that others will be deterred. After a lengthy debate, it was then decided to send the list to the committee on governance for a month long investigation to report to the MSG in the next sitting.

### **AOB:**

Under AOB, Mr. Ngesu of UNMIL suggested that participants bring along their agenda and other relevant documents that are prior to the meetings sent to members of the MSG, to avoid over printing. The presiding noted his suggestion and promised to put it to the body during the next sitting for a decision to be taken

Also, the HOS expressed dissatisfaction over a letter he received from the GVL in which, according to him, the GVL outlined some issues around the validation process but then copied the fact finding team. In his view this was grossly wrong and defeated the purpose of rally around common interest. He however, praised the GVL for the role it played prior to the arrival of the fact finding team in the Country. Matt on behalf of GVL apologized for his company's action and thanked the HOS for constructively criticizing his company.

### **Summary of Key Points**

- There were several corrections made to the past minutes;
- TOR for 9<sup>th</sup> report and second post Award process audit were sent to committee rooms
- Sanctioning of Non-compliant Companies discussed and sent for Committee investigation and recommendation;
- 23 persons in attendance;

**Date and time of next MSG meeting:** The next MSG meeting was scheduled for Wednesday 26<sup>th</sup> October 2016.

***Meeting was adjourned at 2:38 pm.***