

**CALL LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING MINUTES
HELD IN THE CONFERENCE ROOM OF THE LEITI, OLD BUDGET BUREAU BUILDING
REDEMPTION, ROAD, MONROVIA, LIBERIA Thursday, FEBRUARY 9, 2023**

Present in Attendance were:

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| 1. Hon. C. Mike Doryen | FDA |
| 3. Timothy Jarry II | NOCAL |
| 4. Fahnseth B. Mulbah | MME |
| 6. B. Al Dennis | LRA |

Private Sector

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| 1. Ekema Witherspoon | LIBTA. |
| 3. Elvis Morris | LACA |

CSO

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| 1. Mr. Winston W. Wreh | LLC |
| 2. Mr. Fallah B. Kamara | MICSOL |
| 3. Cecelia Danuweli | PWYP |
| 4. Loretta A. Pope Kai | NSCL |

Observer

Others

LEITI

1. Jeffery N. Yates/HoS
2. McDonald S. Kerl Sr.-Technical Officer
3. Cedrick Kpadeh-Communications Officer

Preliminaries: The first call meeting of the LEITI Multi-stakeholders Steering Group (MSG) for 2023 was held on Thursday, February 9, 2023, in the LEITI Conference Room. Commencing at 12:04 pm, the meeting was called to order by Hon. C. Mike Doryen, Chairman of the MSG. The Chair subsequently asked the HoS to present the agenda for the day. The HoS presented an eleven-item agenda that was immediately adopted as introduced.

1. **Opening prayer:** With a go-ahead from the Chair, Fallah Kamara of MCSOL invoked the presence of God to guide the meeting.
2. **Welcome Remark:** The Chairman mandated the Co-chair to welcome members in attendance. To this, the alternative to the Co-chair, Fahnseth Mulbah, welcomed his colleagues, admonishing them to be open-minded for a fruitful sitting.
3. **Self-introduction:** Self-introduction was observed, with at least 12 persons participating.
4. **Review and Approval of last meeting minutes:** The Chairman led the Body to review the previous meeting minutes. After conspicuously reviewing the document page by page and finding no corrections to be made; a motion was sought and obtained through Timothy Jarry of NOCAL for the minutes to be adopted and archived. Elvis Morris of Golden Veroleum seconded the motion.

5. **Review and Approval of Secretariat Update:** The HoS presented the Secretariat update. See annex for details.

Discussion arising from the update: LEITI support from the national budget was dwindling, as reported through the Secretariat update. This was the area that took the Body's interest. The HoS told the MSG that a drop of about Ninety Five Thousand United States dollars was being experienced through the current national budget.

The Chairman expressed severe concern about the revelation and asked his colleagues about the way forward. After several cross-deliberations, the Body agreed to use their various constituencies to lobby for more support for the Secretariat. The Government constituency will continue to engage the national Legislature to ensure an increment of LEITI's allotment, while Civil Society will lead a massive public outcry to support the institution. Meanwhile, the Secretariat was also urged by the Body to continue to engage the Country's development partners for extra funding. Also, as suggested by Timothy Jarry, the LEITI Secretariat should document each year's achievement against the budget to provide a deeper understanding for the MSG in making a case for the Secretariat.

6. **MSG DECISION ON EITI INVITATION:** The Chairman asked the HoS to read out a communication from the International Secretariat on the nomination of members for the upcoming Global conference. The HoS read the communication that suggested that the International Secretariat will sponsor three MSG members for the conference. The HoS

also told the MSG that the maximum representation for a member country is 15, but Liberia could consider sending ten delegates due to financial constraints.

Through a consensus, the MSG selected two females Civil Society bloc members and the Forestry Sector representative as individuals to be sponsored by the International Secretariat. Those selected include Madam Cecelia Danuweli of PWYP, Madam Loretta Pope Kai of NCSCCL, and Mr. Ekema Witherspoon of LTA. The Body mandated the HoS to seek sponsorships for fifteen persons from across the Government and Industries.

Presentation of fy2023 Workplan Activities: The HoS presented a list of activities that will be included in the workplan for fy2023 for the MSG provisional approval. The list contained 12 bullet point activities. According to the HoS, the Secretariat carefully selected the activities to support EITI implementation in Liberia as the Country prepares for validation next year.

Approval of the Workplan Activities- After bloc-to-bloc consultations and carefully reviewing and discussing these activities, the MSG granted provisional Approval to the listed activities with the caveat that the document is a living document that can be altered when needed; especially where the national budget is yet to be passed by the National Legislature.

7. AOB: Madam Cecelia Danuweli of PWYP requested the Body to start to review the contract situation of the HoS, especially as the Country nears elections. In her mind, if his contract is renewed, the stability of the Secretariat will be unhindered despite the expected change that may arise. The Chairman strongly supported her request and was therefore placed on the floor for discussion and decision. After almost ten minutes of discussion, the MSG agreed, based on a suggestion from Ansu Konneh of MoA that the MSG, through its Finance and Administration Committee, evaluates and recommends to the Body a contract renewal that runs from March 1, 2023, to February 28, 2026.
8. **Adjournment:** With that said a motion for adjournment was made by B. AL- Dennis of LRA and seconded by Timothy Jarry of NOCAL.

The meeting was adjourned at 1:09 pm.

Summary of key points

- MSG granted provisional Approval for fy2023 workplan activities
- MSG agreed to review and extend the HoS' contract by two years
- MSG to engage the National Legislature for budgetary increment for LEITI
- LEITI Secretariat to write a letter each to Golden Veroleum, Arcelor Mittal, and NOCAL regarding sponsorship for the Global conference; the letter should first seek audiences with the hierarchy of the institutions
- LEITI Secretariat to document achievements against budgetary support.

- MSG to strategize for additional funding for staff motivation
- 12 persons in attendance, two females

ANNEX 1

LEITI Secretariat Update

JANUARY 1, 2023, to February 9, 2023

Below is the summary of the LEITI Secretariat's activities for the period:

15th Report TOR

Following the MSG approval of the Terms of Reference to prepare the 15th EITI Report, the Secretariat has worked with the PPCC and sent a Request for Proposal to five auditing and accounting firms. According to the schedule, the Secretariat will complete the winner's evaluation and selection before the month's close. The Secretariat expects to sign the contract with the winner on March 1, 2023, indicating the full commencement of the reporting process. As approved by the MSG, the 15th EITI Report for Liberia will be produced using the Conventional Reporting Framework (Reconciliation of the data).

Beneficial Ownership Transparency

At the close of last year, the National Steering Committee received from Open Ownership and the EITI the final draft of the National Beneficial Ownership Regulation and requested that the same be shared with relevant stakeholders for last review and input. Accordingly, the Regulation was shared, and the deadline to receive input expired. Hence, Open Ownership and EITI are preparing the final copy of the Regulation for submission to the National Steering Committee. Once the Committee receives the final document, it will work with the Ministry of Foreign Affairs for publication. Upon the publication of the Regulation, the next activity will be for the National Steering Committee to work with Open Ownership and the EITI to develop and launch the Beneficial Ownership Registry for Liberia. This, we expect to achieve mid-year.

Contract Transparency

The LEITI Secretariat has begun disclosing the listing and Full Text of all Active MDAs, Contracts, and Licenses in the Mining, Forestry, and Agriculture Sectors. The Secretariat will continue with this initiative and is hopeful that the active listing and full text of all MDAs, Licenses, and Contracts in the three sectors will be disclosed on its website before the close of April 2023.

Administration

During the period under review, we are pleased to inform the MSG of the following: The restoration of internet service at the Secretariat and the finalization of the contract for the Deputy Head of the Secretariat. The Secretariat, at the close of December, received the Administrative Manager's resignation letter. The Secretariat is working with the GAC to complete the audit of the Secretariat for four years (2016/17, 2017/18, 2018/19, and 2019/2020). Finally, as earlier approved

by the Body, the LEITI Secretariat will conduct a two-day staff retreat in Buchanan City, Grand Bassa County. The retreat is aimed at strengthening staff capacity at the Secretariat around EITI Implementation, reviewing progress, identifying challenges and opportunities, and planning for the future. The following have confirmed their participation as speakers: Cllr. Nagebelee Warner (Managing Partner, Heritage Law Firm), Mrs. Deontee King Sackie (Consultant), Mr. Michael Uzoigbe (EITI Anglophone Africa Manager), and Mr. Samson S. Tokpah (Managing Partner, SRG Consulting LLC). Samson and Michael will present by way of zoom.

Work Plan

The LEITI Secretariat has begun the preparation of the workplan for FY 2023. The MSG will receive a copy of the draft workplan upon approving the activities in the Call meeting slated for today.

Funding

The Secretariat wishes to inform the MSG that there has been a profound drop in its appropriation for FY 2023. Last year, an amount of 498,000.00 was appropriated for the Secretariat. Unfortunately, the Secretariat received from the Ministry of Finance and Development Planning a total of 403,000.00 as its budget for FY 2023. This indicates a drop of 95,000.00. The Secretariat is pleased to inform the MSG that it has settled the arrears owed to the Independent Administrator for the production of the 13th and 14th Reports.

PREPARED BY: THE LEITI SECRETARIAT