

MINUTES
REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING
HELD IN THE CONFERENCE ROOM OF THE LEITI, OLD BUDGET BUREAU BUILDING
REDEMPTION
ROAD, MONROVIA, LIBERIA Thursday, SEPTEMBER 14, 2023

In Attendance were:

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| 1. C. Mike Doryen | FDA |
| 2. Johnson S. Willabor Jr. | MME |
| 3. B. Al-Dennis | LRA |
| 4. Benedict Ocran I | MFDP |
| 5. Timothy Jarry II | NOCAL |
| 6. Ansu Konneh | MOA |

CSO

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| 1. Fallah B. Kamara | MCSCCL |
| 2. Cecelia Danuweli | PWYP |
| 3. Winston Wreh | LLC |
| 4. Matthew Karley II | NCSCCL |

Private Sector

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| 1. George Pah Sr. | GVL |
| 2. Ekema Witherspoon | LibTA |
| 3. Precious Flomo | Arcelor Mittal |

Observer

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| 1. Djomba Mara | GIZ |
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LEITI

1. Jeffery N. Yates/HoS
2. Zaza Y. Quaqua/DHOS
3. McDonald S. Kerl, Sr.-Technical Officer
4. Cedrick Kpadeh/Communications

Others

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| 1. Samuel Summerville | GIZ |
| 2. Franseth B. Mulbah | MME |
| 3. Sayer Wahtorson | PWYP |

Preliminaries: The LEITI Multi-stakeholders Steering Group (MSG) call meeting was held on Thursday, September 14, 2023, in the LEITI Conference Room. Commencing at 13:25 GMT, the meeting was called to order by the Chairman of the MSG, C. Mike Doryen of the Forestry Development Authority, who, immediately after notification of a quorum, requested a motion for the adoption of the agenda presented by the Secretariat. Mr. Ekema Witherspoon of the Liberia Timber Association (LibTA) made a motion that Mr. Benedict Ocran of MFDP seconded for the agenda to be accepted as presented. Thus, a nine-item agenda was adopted and opened for discussion.

1. **Opening Prayer:** Silent prayer observed for religious tolerance
2. **Reading and Adoption of the Agenda:** - The agenda of nine items was approved as presented through a motion as carried in the preliminaries above
3. **Welcome Remarks:** After the agenda's adoption, the Presiding requested Mr. Franseth Mulbah of the Ministry of Mines and Energy (MME) to make the welcome remark. Mr. Mulbah welcomed his colleagues and called on them to participate fully and freely in all deliberations in the country's interest.
4. **Review of past meeting minutes:** The Secretariat presented the May 25, 2023, MSG's meeting minutes for review and correction. After a thorough review, a few corrections were suggested, after which the Body approved the minutes, understanding that the Secretariat would immediately incorporate the proposed changes. The Presiding also seized the moment and disclosed that NOCAL did not assist the Global Conference delegation members due to financial constraints.

During the review of the past minutes, Mr. Johnson Walabo Jr. entered and was immediately introduced by the Chairperson as the new proxy for the Minister of Mines and Energy, replacing Mr. Carlton Miller. Accordingly, the HOS informed that body Mr. Walabo's nomination was communicated to the Secretariat through an official letter from the Minister. Mr. Walabo, in a brief statement, thanked members of the MSG for the ongoing progress and promised to work with them for a successful MSG.

Also, the Presiding introduced the new Project Manager for the Mano River countries of the GIZ, Mr. Djomba Mara, who was attending the meeting for the first time. After his introduction and being given the time to make a few remarks, Mr. Mara expressed his thanks and appreciation to members of the MSG for the level of coordination and participation. He disclosed that GIZ is working with the LEITI Secretariat for possible collaboration. With that, the Presiding introduced the next item for discussion.

5. **Secretariat Update:** The HoS presented an update covering the last quarter. The updates' highlights included a report on activities of the EITI global conference, international travels made during the period, and progress on Beneficial Ownership Transparency, among others.

After his presentation and the Body's revision, it was unanimously agreed that the update was short, especially on the EITI Global Conference and the international travels. Hence, the Body urged the HoS to be more detailed in those areas to allow for a deeper understanding of the benefits of these travels and the outcomes of the General Conference. The HoS promised to do what is needed and resend it via email for approval. The Body agreed.

6. **Update on the 15th Report and MSG Decisions:** This session included a presentation by the LEITI Secretariat on the challenges it faced in producing the 15th Report and a request from the Secretariat to the MSG to take action on delinquent reporting institutions. A summary of the presentation and the MSG decisions can be found later in this paper as **ANNEX I**.
7. **Presentation and MSG on the evaluation of the HoS-** At this point, the Presiding called the Finance and Administration Committee chair to make its Report on the evaluation of the Head of the Secretariat. However, the committee report was made behind closed doors. The MSG later communicated the decision made to the Secretariat. It was agreed that the Finance and Administration Committee proceed with the evaluation of the DHOS and present the report to the MSG in the next meeting for decision. As for the HOS evaluation, the MSG approved the decision and recommendation of the Finance and Administration Committee. The MSG agreed to extend the HOS contract by five years and indicated that the HOS could serve for only two terms.
8. **AOB:** There was nothing substantive discussed under AOB. The Presiding, therefore, called for a motion of adjournment, which came from Mr. Timothy Jarry II of NOCAL and was seconded by Mr. Saylor Wahtorson of PWYP. The meeting was adjourned at 15:21 GMT.

Summary of critical decisions:

- MSG approved the May 25 Meeting Minutes with minor corrections instructed;
- MSG decided to grant a week's grace period to all in-scope companies that have yet to comply with the provision of data for the 15th Report;
- MSG instructed the HoS to expand the Secretariat update presented at this sitting, including details of all international travels and a detailed report from the just-ended global EITI Conference;
- MSG welcomed a new proxy from the Ministry of Mines and Energy and GIZ;
- Seventeen members -15 males and two females attended the meeting.
- MSG received HoS' evaluation report behind closed doors, and the decision was communicated

Liberia Extractive Industries Transparency Initiative (LEITI)

MSG's Decisions on the 15th Report Challenges

No.	Sector	Challenges Presented to the MSG	Decisions Reached by the MSG
1.	Mining	The Ministry of Mines & Energy has confirmed Deko Mining Corporation and Ivanhole Liberia Limited to be non-licensed extractive companies in Liberia. They are service providers to licensed mining companies.	The MSG agreed that Deko Mining Corporation and Ivanhole Liberia Limited should be removed from the report.
2.	Oil & Gas	The Liberia Petroleum Regulatory Authority has confirmed that TGS NOPEC is not an oil & gas company but a service provider to NOCAL.	The MSG agreed to remove TGS NOPEC from the Report as an oil & gas company.
3.	Forestry	The FDA has confirmed that Coveiyalah Investment Enterprises, Inc., Alpha Logging and Wooding Processing Inc., Akewa Groups of Companies, Mandra Forestry Liberia Ltd, and Indo African Plantation Liberia Inc. are inactive forestry companies.	The MSG agreed to remove the five forestry companies from the Report, but their payments should be captured under "others." This means that these companies need not receive reporting templates.
4.	Agriculture	Mano Manufacturing Company has not submitted its reporting template to date.	The MSG has given Mano and other delinquent companies one week to submit. After one week, the Secretariat will update the MSG for further action. Sanction by from the regulator and fines are options discussed.