

Costed work plan for implementation of Liberian Extractive Industries Transparency Initiative (LEITI) for FY 07/08

#	Item	Elaboration	Timing/Status	Cost (USD), FY 07-08	Cost (USD), FY 08-09	Sources of Funding
1.	<b>Establishment of a multi-stakeholder steering group to design, manage, and monitor the EITI process:</b> This group is the key body in EITI implementation. It will determine the scope of the EITI program and work with the secretariat to implement the Initiative.	The steering committee will meet bimonthly for the first six months, then monthly after that.	Membership agreed and appointed in May. Formal launch of LEITI was July 10 <sup>th</sup> . Steering committee may expand to include additional members.	5900	0	
2.	<b>Hiring of head of EITI Secretariat:</b> This consultant will provide technical assistance and expertise on EITI implementation to all stakeholders. They will also act as the liaison between donors and GoL and will assist in the provision of funding of different parts of the program.		Consultant will begin work in September/October	47250	76800	The World Bank – via the multi-donor EITI Trust Fund – will pay for this position during FY 2007-08.
3.	<b>Establishment of an LEITI secretariat in the Ministry of Finance:</b> This body will be responsible for: - supporting the multi-	The secretariat will be staffed by an administrator, legal specialist, natural resource economist, accountant, and support	Office to begin operations in October 2007. Staff to be fully hired by November 2007.	143700	120400	

	<ul style="list-style-type: none"> <li>- stakeholder working group</li> <li>- Developing future LEITI work plans.</li> <li>- Coordinating government action on LEITI.</li> <li>- Identifying and addressing any barriers to LEITI implementation. In some circumstances this requires new regulation or legislation to allow for the auditing and open publication of payments and revenue data.</li> <li>- Raising awareness on LEITI across the country.</li> <li>- Appointing and – jointly with the multi-stakeholder working group – managing an audit company to audit and/or reconcile company payment and government revenue data.</li> </ul>	<p>staff. The consultant will serve as the head of the secretariat. Establishing the secretariat will also involve office set-up and overhead costs.</p> <ul style="list-style-type: none"> <li>-</li> </ul>				
4.	<p><b>Development of a communications and outreach program to the public and stakeholders to build &amp; ensure ownership of LEITI.</b> The objectives of this program will be to:</p>	<p>This will include:</p> <ul style="list-style-type: none"> <li>- Development of basic communications materials (brochures, handouts etc.)</li> <li>- Include media</li> </ul>	<p>EITI secretariat to develop strategy by December 2007. Website established in July 2007; <a href="http://www.eitiliberia.org">www.eitiliberia.org</a>.</p>	64500	89000	

<ul style="list-style-type: none"> <li>- Officially launch the LEITI process in Liberia</li> <li>- Help identify which stakeholders need to be involved in the process</li> <li>- Explain the LEITI to the broader public</li> <li>- Hold working sessions to ensure stakeholders understand the roles and responsibilities within the LEITI process</li> <li>- Target technical support to the local Liberian private sector</li> </ul>	<ul style="list-style-type: none"> <li>- campaigns using radio, newspapers, and television (i.e. broadcast of a recorded roadshow)</li> <li>- Workshops/roadshows in counties, particularly those communities in which there are significant mining activities.</li> <li>- Establishment of a national LEITI website</li> <li>- Fora, including Training of Trainers, for more strategic discussion and understanding of the interrelationship between relevant actors in LEITI</li> <li>- The steering committee will also hold a series of weekend retreats to allow for all stakeholders to gain a deeper familiarity with LEITI and a clear understanding</li> </ul>				
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		of roles and responsibilities				
5.	<p><b>Learning from other EITI implementers.</b> This component of the program would involve learning from the successes and failures of other EITI implementations and include:</p> <ul style="list-style-type: none"> <li>- Possible study trip to other advanced EITI implementers;</li> <li>- and / or bringing other EITI stakeholders to Monrovia to work with Liberian stakeholders in designing their EITI program.</li> </ul>	Steering group members from civil society, the private sector, and government actors will all travel.	Exact details of trips to be determined by consultant/secretariat by December 2007.	7000	22000	
6.	<p><b>Additional consultancy support.</b> There are some components of the EITI program in which the secretariat may need ad hoc consultancy support, particularly the mining and forestry sectors.</p> <p>* Consultants may come onboard towards the end of year 1 or beginning of year 2 of EITI's work plan.</p>	<p>Expertise may be required to:</p> <ul style="list-style-type: none"> <li>- Incorporate forestry into the EITI <b>program</b>. This has <b>never</b> been done in any other EITI <b>program</b> in the world, so it may require additional assistance.</li> <li>- Designing the terms</li> </ul>	<p>Forestry, Mining, and Audit TOR consultancies' timeline to be determined by secretariat after it is established. Full TORs for these <b>consultancies to be developed in the first half of 2008</b></p>	99000	20000	

		<p>of reference for a comprehensive audit of extractive industry.</p> <ul style="list-style-type: none"> <li>- Examine the unique issues associated with restarting commercial mining in Liberia</li> </ul>				
7.	<p><b>Hiring an independent audit company.</b> The independent audit company will:</p> <ul style="list-style-type: none"> <li>- At a minimum, reconcile existing payments and revenue data; and</li> <li>- Possibly carry out further audits.</li> </ul>	<p>The audit company will only begin activities in FY 08/09. The ToR for this audit company may be developed by an external consultant (see item 6 above).</p>	<p>Stakeholders to agree to the scope of the EITI program/type of audit required by March 2008. Auditing to begin in FY 08/09</p>	N/A	200000	

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<p><b>8.</b> <b>Capacity building for other government agencies.</b> Other government agencies outside of the Ministry of Finance (e.g. revenue agencies, LME, Forestry, the Bank of Liberia etc.) need additional capacity in order to be able to provide the kind of information required by the EITI reconciliation / audit process.</p>	<p>- The capacity building process will begin with an assessment, followed by support to improve IT/data management systems, begin to track revenues, etc.</p>	<p>Assessment to be performed by end-Sep 2007; capacity building to begin soon thereafter. All data management systems should be operational by June 2008.</p>	<p>6500</p>	<p>30500</p>	
<p><b>9.</b> <b>Capacity building for civil society groups.</b> Civil society groups play a vital role in EITI implementation.</p>	<p>Capacity building may include:</p> <ul style="list-style-type: none"> <li>- core funding for relevant CSOs;</li> <li>- bringing in regional / international CSOs with experience of EITI to assist them in developing an EITI strategy;</li> </ul>	<p>Assessment to be performed by end-Oct 2007</p>	<p>25000</p>	<p>30000</p>	
<p><b>10.</b> <b>Capacity building for traditional leaders</b></p>	<p>It is crucial that traditional leaders have the capacity to contribute meaningfully to LEITI and be able to forge a link between LEITI and their constituencies. This is made all the more</p>	<p>To begin in September/October 2007.</p>	<p>25000</p>	<p>30000</p>	

	<p>important because these leaders represent the groups in the areas where resource extraction will occur. Support will be used to enhance communications between traditional leaders, the LEITI secretariat, and communities around extractive resource issues, as well as provide education about extractive resources and LEITI, particularly among leaders in those communities in which extractive industries are most likely to operate.</p>				
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