SLEITI Sierra Leone Extractive Industries Transparency Initiative
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OFFICE OF THE CHIEF OF STAFF
STATE HOUSE

Minutes of the SLEITI Multi-Stakeholder Group 2nd Quarter Meeting held on 12th May 2016 at the SLEITI Secretariat

Attendance

Government Saidu Conton Sesay - COS/Chair Mohamed A. Salisu – MoFED Mohamed Sallieu Bah, NMA Ishmael Sesay, Petroleum Directorate Sinneh Kargbo, ASSL Peter Kapr Bangura, NMA	**Civil Society** Mustapha O. Thomas, Moses A. Kargbo, SLAJ/Media
Mining Companies Neima Macfoy, SD Steel	**Secretariat** Mina Horace Annie Lansana Mohamed F. Conteh

Apologies: Cecilia Mattia, NACE; Abu Tarawalie, NRA; Isatu Konneh, ONS; Abu Brima, NMJD; Amadu Mansaray, PD; Naim Merimeche, MoFED; Hon Sidi Tunis, Parliament; Joe Rahall, Green Scenery

Agenda

1. Opening
2. Correction and adoption of minutes of the MSG meeting of 19th January 2016
3. Matters arising from minutes of the MSG meeting of 19th January 2016
4. SLEITI 2016-18 work plan
5. SLEITI 2014 Report (MSG to agree on financial year(s) and sectors to cover in report etc)
6. SLEITI 2012 Report (Launch & dissemination of 2012 & 2013 reports)
7. SLEITI MSG Internal Governance Rules
8. Beneficial Ownership Study
9. Endorsement of SLEITI MSG 2015 Outstanding Minutes
10. Recruitment of Technical & Research Analyst
11. SLEITI MSG Membership
12. A.O.B
13. Closing

1. Opening

The Chair called the meeting to order and welcomed members present. In his opening remark, he reaffirmed government's commitment to support the SLEITI process and requested full commitment from the other constituencies.

In addition, the Chair informed members that the Secretariat is due to deliver a presentation to Cabinet on the 2013 Report to be followed by a Presidential update by the MSG at a later date. Both events will take place after the Chair's return from a one week official assignment between 15th to 21st May 2016.

The agenda was adopted by members.

2. Correction & Adoption of Minutes of MSG Meeting of 19th January 2016

The minutes of the 19th January 2016 MSG meeting were approved and adopted.

3. Matters arising from minutes of 19th January 2016

The National Secretariat briefed the MSG on the follow-up actions on their decisions taken at the meeting of 19th January 2016.

- The Chair clarified the responsibilities of Emma Kamara, the newly appointed Presidential Adviser on Natural Resources & the Environment adding that she will lend her services to SLEITI as and when required. Members agreed she could attend meetings of the group.
- The Secretariat was requested to draft a letter to Chamber of Mines reminding them to nominate mining companies representatives to serve on the MSG. The letter is to be signed by the Chief of Staff.
- All outstanding 2015 minutes should be re-sent to the MSG for endorsement against 16th May 2016.
- Members noted that launching of SLEITI reports should be branded as low key because the associated costs for effective communication of the EITI including launch and dissemination of SLEITI reports are often very high.
- The Chair said the MSG's decision to develop the 2016-18 work plan at a retreat in the midst of funding challenges had led to the delay in preparing the plan. Members agreed that there is adequate expertise within the group to develop the work plan in-house.
- The Secretariat should immediately circulate the 2016 Calendar of meeting.
- Most of the issues arising from the minutes of the previous meeting are agenda items for this meeting and were thus discussed under main business.

4) SLEITI 2016-18 work plan

The NC reported that the time lapse in development of the work plan will affect the SLEITI Process and related activities. Following deliberations, the group therefore agree to meet on Thursday, 26th May 2016 to develop the final draft using its in-house capacity. The date and mode of consultations with the wider stakeholders will be discussed at the above meeting.

Action points from the SLEITI Multi-Stakeholder Group Q2 Meeting of 12th May 2016

No.	Action Point	Status
1.	Deliver presentation on the 2013 Report for Cabinet	Done
2.	Presidential Update by the MSG	Timing to be determined
3.	Send a letter from the Chair reminding Chamber of Mines to nominate 3 mining companies representatives to the MSG	Done Letter sent but no feedback yet from the Chambers.
4.	MSG to endorse all outstanding 2015 minutes	All outstanding minutes have been signed by the Chief of Staff
5.	MSG to finalise the 2016-18 work plan without external facilitation	Done Members of the MSG met and drafted the plan which was later approved by the group before sending out to all stakeholders for feedback. Giz and World Bank gave feedback. The plan is fully costed now and broken down by year. Next steps include securing funds to implement the plan.
6.	MSG to seek NPPA approval to sole-source the Boas & Associates to produce the 2014 work plan	Done NPPA granted their approval and requested the Procurement Committee to endorse the MSG's need to sole source Boas & Associate.
7.	NRA to report at project level for the 2012 and future reports.	NRA reported at project level for the 2012 report and is committed to doing so in future reporting.
8.	The Technical committee members should provide feedback on the Inception report against 16 May 2016. The report will be adopted after this date with or without comments.	Comments received from Dr. Thomas and communicated to BDO. The International Secretariat provided
9.	NRA and NMA should endeavour to submit their outstanding supporting documents to Audit Service for certification of their templates.	All NRA and NMA templates have been cleared and certified by Audit Service
10	Both the 2012 & 2013 reports should be launched jointly and the Communications Officer is to work with the Communications and Outreach committee to develop plan.	This has been done. The MSG and CSOs worked together to disseminate the 2012, 2013 and 2014 reports.
11.	Due to the difficulties encountered in reconciling surface rent payments, NMA should develop a payment structure consistent with the IA's recommendations in the 2013 Report.	WAITING FOR PETER'S RESPONSE

12.	MSG to work on draft internal governance rules without aid of consultant, on suitable date after 26th May 2016 work plan meeting. The 3 constituencies of the MSG were encouraged to develop their internal rules of engagement on the EITI.	MSG members were not available on the meeting dates proposed by the Secretariat.
13.	EIRT to review draft BO report and provide feedback to MSG within a week	Report was not reviewed however; Naim Merimeche sent his comments to the Secretariat.
14.	Recruitment process for Research & Technical Analyst to continue	Ongoing. The 9 applications received were sent to development partners, Dr. Thomas and others for short listing.
15.	Secretariat to circulate 2016 calendar of MSG meetings	Done
16.	Absent MSG members should be informed to re-activate their commitment to the EITI i.e. attending meetings and participation in all SLEITI activities	Done
17.	MSG to extend its membership to academia and research institutions	MSG did not identify the specific institutions to invite
18.	MSG to identify the development partners to attend MSG meetings as observers	Not yet done. It was to be discussed at the Work Plan meeting.
19.	The Secretariat develop a matrix indicating MDAs and others response to act on recommendations from the 2013 report and deadlines established for completion of responsibilities.	Matrix sent to all MDAs and awaiting their responses to develop action plan for implementation of recommendations.