SLEITI Sierra Leone Extractive Industries Transparency Initiative

SLEITI MULTI-STAKEHOLDER GROUP 1ST QUARTERLY MEETING - THURSDAY 28TH JUNE, 2018

VENUE: VICE PRESIDENT OFFICE – CONFERENCE ROOM – 1ST FLOOR

ATTENDANCE LIST

No.	NAME	INSTITUTION	CELL PHONE NO	E-MAIL ADDRESS	SIGNATURE
1	Sheku B. Samai	Office of the VP	079106867	brandonsamish@gmail.com	
2	Swaliha R. Jusu	Office of VP	076966458	swaliha@yahoo.com	
3	Mohamed A. Salisu	MOFED	076784057	masalisu1965@gmail.com	
4	Peter J Bangura	MoFED	077680579	bangurapeterj@gmail.com	
5	Abu B Tarawalie	NRA	076-371-645	Abtarawalie@gmail.	
6	Amadu Mansaray	Petroleum Directorate	076604026	amans2123457 mail.com	
7	Dorcas Hassan-King	MMMR	078106431	dorcashassanking @gmail.com	
8	PAUL A. LAMIN	EPA-SL	078 699316	plamin2007@ gmail.com	

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NO.	NAME	INSTITUTION	CELL PHONE NO	E-MAIL ADDRESS	SIGNATURE
	Yusuf Dauda Suma	NMA	079252449	ydsuma@nmaga.sl	
	Mustapha O. Thomas	CS – NACE	076 619988	olajiday@yahoo.com	
	Reina Macfoy	SD Steel (SL) Ltd	079 250077	reina.macfoy@shangsteel.com	
	Mohamed Jalloh	NRA	078-016248	mjalloh047@gmail.com	
	Francess Alghali	V.P. Office	076603194	piagiedawsley@yahoo.com	

SLEITI Multi-Stakeholder Group 1st Quarterly Meeting
Thursday 28th June 2018

Venue: Vice President Office – Conference Room – 1st Floor

Draft Agenda

1. Silent Prayer

2. Opening

3. Presentation on SLEITI Implementation

4. Request for Extension of Sierra Leone's Validation, July 2018:
   - *Consider the 12th December 2017 Pre-validation remedial actions*
5. Discuss and recommend approval of the 2017 draft APR
   - *Strengths and weaknesses identified in the EITI process*
   - *Efforts made so far to strengthen implementation*
   - *Impact of SLEITI implementation*

6. Review & recommend/approval of the 2016 draft report
   - *Consider the EITI's feedback*
   - *Request to MDA's for additional information by the IA, send out on the 14th June 2018*
7. Coverage of next SLEITI report
   - *i.e. Fiscal year(s) & sectors to cover*
   - *Drafting of the ToR & funding*
8. Brief update on Beneficial Ownership disclosure

9. Work plan – updating

10. Reminders (reporting on Project level reporting, Community Development Fund,

11. SLEITI Funding – for logistics, work plan implementation, International EITI Management

12. SLEITI Secretariat relocation

13. A.O.B

14. Closing

In May 2016, the Board agreed the Validation Guide, which provides detailed guidance on assessing EITI Requirements, and more detailed Validation procedures, including a standardised procedure for data collection and stakeholder consultation by the EITI International Secretariat and standardised terms of reference for the Validator. As previously, there are extensive opportunities for stakeholder participation, as set out below.

The Validation Guide includes a provision that: "Where the MSG wishes that validation pays particular attention to assessing certain objectives or activities in accordance with the MSG workplan, these should be outlined upon the request of the MSG". We invite the MSG to consider whether there are objectives or activities that should receive particular attention. The MSG is also encouraged to consider whether it would like the International Secretariat to consider undertaking a visit to locations outside the national capital and to make concrete proposals regarding the planning of the mission.

3. Data collection by the International Secretariat. The International Secretariat's work will be conducted in three phases:

1. Desk Review. Prior to visiting the country, the Secretariat will conduct a detailed desk review of the available documentation relating to the country's compliance with the EITI Standard, including but not limited to:

- The EITI work plan and other planning documents such as budgets and communication plans;
- The multi-stakeholder group's Terms of Reference, and minutes from multi-stakeholder group meetings;
- EITI Reports, and supplementary information such as summary reports and scoping studies;
- Communication materials;
- Annual progress reports; and
- Any other information of relevance to Validation.

This work will include initial consultations with stakeholders, who are invited to submit any other documentation they consider relevant. Without prejudice to the ability of the Board to exercise their discretion to consider all available evidence, the Secretariat will not take into account actions undertaken after the commencement of Validation. As an internal deadline, we would like to propose the date of 20 July 2018 as the cut-off date for receiving documentation from the MSG or from any stakeholders in Sierra Leone's EITI implementation. **This means that the International Secretariat would not be in a position to accept any document provided after this date, even if the document was published prior to the 1 July 2018 start of Validation.**

2. Country visit. The timing of the country visit (which usually lasts one working week) will be determined in consultations with the MSG. The secretariat will meet with the multi-stakeholder group and its members, the Independent Administrator and other key stakeholders, including stakeholder groups that are represented on, but not directly participating in, the multi-stakeholder group. MSG members are invited to make suggestions on stakeholders the team should consult. The MSG is also invited to make proposals on the appropriate timing of the stakeholder consultations mission.

In addition to meeting with the MSG as a group, the Secretariat will meet with its constituent parts (government, companies and civil society) either individually or in constituency groups, with appropriate protocols to ensure that stakeholders are able to freely express their views and that requests for confidentially are respected. We will send you a suggested programme for your consideration. As noted above, the Secretariat welcomes written statements and other materials of relevance. We would also encourage you to post a notice of the Validation process on the EITI Sierra Leone website and any other relevant communication channels, inviting any interested stakeholders to contact the Validation team directly. Please feel free to publish my contact details for stakeholders to follow up with: pvalverde@eiti.org. We would suggest publishing this notice on the appropriate channels by 15 July to allow sufficient time for stakeholders to contact any member of the team.

3. Reporting on progress against requirements. Based on these consultations, the International Secretariat will prepare a report making an initial assessment of progress against requirements in accordance with the Validation Guide. The initial assessment will not include an overall assessment of compliance. The report is submitted to the Validator (see below). The National Coordinator (NC) receives a copy. **Comments on the facts are welcome but NC and the MSG are encouraged to defer any major commentary until they receive the Validator's draft report**.

4. Independent Validation. The EITI Board has appointed an Independent Validator through an open, competitive tendering process. The Validator will report to the Board via the Validation Committee.

The Validator assesses whether the Secretariat's initial assessment has been carried out in accordance with the Validation Guide. This will include: a detailed desk review of the relevant documentation for each requirement and the Secretariat's initial assessment of each requirement, a risk-based approach for spot checks, and further consultations with stakeholders. The Board may request that the Validator undertake spot checks on specific requirements.

The Validator comments on the Secretariat's initial assessment and prepares a Draft Validation Report. **The MSG will be invited to comment on the Draft Validation Report. Having considered the MSG's comments, the Validator will then compile a Final Validation Report and write to the MSG to explain how it has considered their comments**. The MSG will receive a copy of the Final Validation Report.

The Final Validation Report will include the Validator's assessment of compliance with each provision, but not an overall assessment of compliance. The Validator will be invited to present their findings to the Validation Committee.

5. Board Review. The Validation Committee will review the Final Validation Report and the supporting documentation (including the MSG's comments). The Validation Committee will make a recommendation to the EITI Board on the country's compliance with the EITI Requirements and, where applicable, any corrective actions required.

The EITI Board will make the final determination of whether the requirements are met or unmet, and on the country's overall compliance in accordance with provision 8.3.a.ii of the EITI Standard. There is an appeal process, as per requirement 8.8.

Please do not hesitate to contact us if you have any comments or questions about the Validation.

Best regards,

SLEITI

Presentation on the Sierra Leone Extractive Industries Transparency Initiative (SLEITI)

SLEITI

- The EITI was launched in early 2000 to allow for transparency in the revenues generated in the mining and oil/gas sector such that citizens can realise maximum benefits from the sale of minerals and oil and gas primarily.
- Since 2000 the EITI has evolved..
- The EITI is a flexible mechanism.....

Benefits of Implementing the EITI

1. Benefits for implementing countries include an improved investment climate by providing a clear signal to investors and international financial institutions that the government is committed to greater transparency. For a relatively low cost, EITI also assists in strengthening licensing, record keeping and tax collection systems, and legal and fiscal frameworks. The EITI national platforms for accountability improve reforms and governance, as well as promoting greater economic and political stability. This, in turn, can contribute to the prevention of conflict based around the oil, mining and gas sectors.
2. Benefits to companies and investors include mitigating political and reputational risks as well as creating a level playing field in countries of operation. Political instability caused by opaque governance is a clear threat to investments. In extractive industries, where investments are capital-intensive and dependent on long-term stability to generate returns, reducing such instability is beneficial for business. Transparency of payments made to a government can also help to demonstrate the contribution that their investment makes to a country.
3. Benefits to civil society come from increasing the amount of information in the public domain about those revenues that governments manage on behalf of citizens, thereby making governments more accountable.

About SLEITI

- Sierra Leone Joined the EITI in 2006 to promote transparency and accountability in the management of its minerals and oil/gas sectors
- The SLEITI MSG comprising government, mining companies and CSOs representatives was established to oversee the SLEITI process.
- SLEITI came into existence through a declaration. The MSG put adoption of the SLEITI policy and development of a SLEITI bill on hold based on consideration that creating a standalone would undermine mainstreaming of the EITI in S/Leone.
- The scope of the SLEITI currently includes the minerals and oil/gas sectors.

Objectives of SLEITI

a. Develop a framework for transparency and accountability in the reporting and disclosure by all extractive industry companies of revenue due to or the government.
b. Ensure transparency and accountability in the management of the investment of government in all extractive industries;
c. Request from any company in the extractive industry or from any relevant organ of the government an accurate account of money paid by and received from companies at regular period as revenues accruing to the government;
d. Identify lapses and undertake measures that enhance the capacity of all relevant organ of government having statutory responsibility to monitor revenue payments by all extractive industry companies to the government;
e. Disseminate through publications, reports etc., any information concerning revenues received by the government from all extractive industry companies;
f. Build capacity of government entities, extractive industry companies and civil society organization in the process;
g. Ensure that payments and revenues from the extractive industry are subjected to a credible and independent reconciliation process through the application of international auditing standards;
h. Produce and implement a communication strategy that will engage people from communities, extractive industry companies, development partners and civil society organization;
i. To ensure that EITI criteria and principles of transparency, accountability and good governance are strengthened;
j. Assess the impact of the EITI process in the over all governance of resources from the extractive industry.

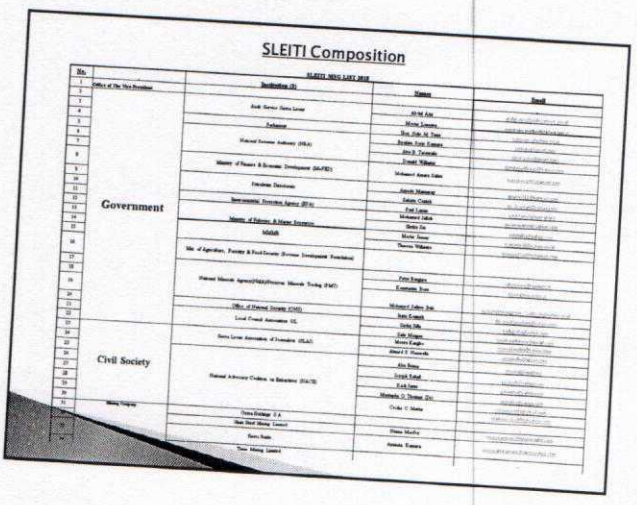
Multi-stakeholder Group's Mandate

- Support the Government in its effort of building an enabling environment to carry out independent SLEITI reporting; verified reconciliation exercise of the extractive sector in country;
- prepare, approve and review the work plans and annual progress reports; & implement the work plan
- prepare the budget of SLEITI; and be accountable to all stakeholders on the use of resources;
- Support the Government in establishing an independent Secretariat to manage the day to day affairs of SLEITI on behalf of the MSG;
- Hire and approve the engagement of an Independent Administrator;

MSG's Mandate ... cont'd

- Approve the commissioning of all consultancies or studies;
- Approve and authorize the publication of the SLEITI reports;
- Develop and approve SLEITI's strategy, policies and any other procedures to effectively implement EITI in Sierra Leone;
- Identify and source funding to sustain SLEITI implementation;
- Monitor and evaluate activities executed in order to measure the outcome and effectiveness of SLEITI;
- Ensure promotion of public dissemination of information as well access to information regarding SLEITI's progress and outcome;
- Use the EITI framework to include reporting on other sectors as and where applicable;

SLEITI Composition



SLEITI Governance Structure



Highlights of the SLEITI Internal Rules

1) Selection and Changing of MSG Members – Key rules and criteria for groups to consider in selecting representatives:
2) Duties of MSG Members:
3) MSG's Mandate and Independence
4) Tenure of Appointment:
5) Proportion of MSG's Representation:
6) Establishment of Committees:
7) Participation of MSG members: Tabling of issues for Discussion; Quorum; Decision by Consensus; Response to Electronic Correspondence; Meetings;

MSG's Assessment

SLEITI Standing Committees of the MSG

Technical Committee: *Reconciliation*
Scoping Studies
Activity Report
Value Chain Assessment
Validation

- Recommend materiality thresholds and benefit streams etc. for EITI reports;
- Determine materiality thresholds for Beneficial ownership reporting;
- Validate scoping study reports of independent administrators before submission to the MSG for endorsement;
- Provide technical support to the Secretariat during reconciliation/audit exercises;
- Prepare an overview of extractive industries fiscal and revenue distribution before incorporation into reconciliation/audit reports;
- Monitor impact of the EITI in Sierra Leone;
- Advise the MSG on extractive industry matters;
- Monitor production of SLEITI Activity Reports;
- Use the value chain assessment report to provide guidance for implementation of the new EITI Standard;
- Provide technical support to the Secretariat during preparation for Validation exercises;
- Support implementation of SLEITI's activities on the mining, oil and gas and other extractive sectors etc.

2. Finance & Management Committee:
Recruitment (Review – Restructuring)
Records Management (Policy Procedures)
Financial Planning and Monitoring
Work Plan Implementation & Monitoring

- Advise SLEITI on financial and related matters;
- Establish and periodically review the MSG remuneration policy;
- Subject to the delegation of authority framework, give approval in principle on behalf of the MSG in between meetings on urgent matters;
- Advise SLEITI on procurements matters above the threshold for the Secretariat;
- Appoint, compensate and retain SLEITI's independent auditors, and oversee the work performed by the independent auditors with regards to SLEITI's accounts;
- Monitor the integrity of SLEITI's financial reporting process and system of internal controls regarding finance, accounting and legal compliance;
- Advise the MSG on staff appointment, promotions, discipline, remuneration and related matters;
- Recommend appropriate action for staff motivation and organisational effectiveness;
- Recommend appropriate training programmes and capacity building for staff and MSG members;
- Review and monitor work plans prepared by the Secretariat;
- Ascertain that records both in hard and soft copies are well kept;
- Consider any other financial or administrative matters referred to it by the MSG.

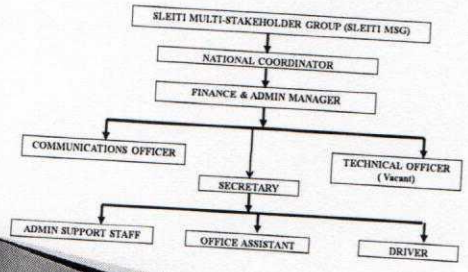
- **3. Communications & Outreach Committee:**
  - *Communications Strategy*
  - *Database*
  - *Dissemination*
  - *Public Relations*
  - *Website*
- Design and monitor the communications strategy;
- Advise SLEITI on all communications matter;
- Supervise implementation of all SLEITI's communication activities.

SLEITI Milestones

June 2006	Sierra Leone Signed up to the EITI
February 2008,	EITI Candidate status attained
March 2010	1st EITI report (2006-2007) published
September 2010,	1st EITI Validation
September 2012,	2nd EITI report (2008-2010) published
December 2012	- 2nd EITI Validation (based on the 2011 EITI rules) - Since 2012 SLEITI Reports are being produced annually
February 2013	Suspended from the EITI for one year
April 2014	EITI Compliant status attained

SLEITI ORGANOGRAM

1. The Secretariat is responsible to coordinate the day to day operations of the SLEITI and ensures that the decisions agreed at meetings are implemented.



SLEITI Funding

2016- Date SLEITI Funding

Funding Source	2016	2017	2018	Purpose	Comment
Government of SL	Le 254,490,000	Le 274,100,000-		Running cost	Running cost including yearly rent payment of $10,000
Government of SL	Le 439,583,040	--		Presidential Executive order of $70,000 for payment for the 2014 SLEITI Report Production	Le 81,000,000 was used from 2017 Allocation complete funds required to pay for 2014 SLEITI Report
Donor Support- World Bank	-	$150,000-		2015/2016 SLEITI Report Production	Payment done by World bank through Ministry of Mines and Marine Resources
Support from EITI Secretariat	-	Le 7,832,100-		Workshop in November 2016 with stakeholders, familiarization of the concept of Beneficial Ownership facilitated by EITI International Secretariat	Support from EITI International Secretariat
Company Support	-	Le 8,620,000-		Workshop in July 2017 on Beneficial Ownership forms facilitated by SLEITI Secretariat	Support from mining companies

2017-2019 Work plan

- **Objectives** – Improved Extractive Governance in Sierra Leone
- **Goal** – Increase revenue transparency from the extractives to enhance development for improved standards of living.
- **Total cost of implementation** – 1,817,430.46
- Some 2017 activities & 2018 activities not implemented.

2017-2019 Workplan Sub-Objectives and Outcomes

Sub-Objectives	Outcome
Improved coordination among MDAs to achieve completeness of extractive industry revenue mapping and reporting	More complete centralized and accessible data from extractive industry sector
Strengthened transparency and accountability provisions in the legal, policy and regulatory frameworks for governance of the Extractive Industries sector in S. Leone	Overlaps, gaps and ambiguities in Sierra Leone's relevant laws and policies steadily eliminated to give enable SLEITI and sector agencies to meet the 2016 EITI
Extension of the Scope of SLEITI	Improved transparency in all natural resources governance and revenue management through the introduction of Fisheries and Forestry to the SLEITI process
Engagement with and training for reporting entities	Increased stakeholder understanding of the EITI and its processes to foster better coordination and improved collaboration leading to greater transparency
Enhancement of SLEITI's capacity to better achieve its objectives	Improved delivery of SLEITI's goals and ambitions, leading to more pro-active sector engagement, and stronger results in sector governance
Enhanced public education and improved access to information on extractives sector revenues and broader resource governance matters to enhance citizens ownership of the EITI Process	Improved citizens' participation, and ability to participate, in all aspects of the EITI process to hold their government to account. Increased citizen demand for better natural resources governance

Some SLEITI Strengths & Weaknesses

- **Strengths**

1. **Information on the Sector** – The SLEITI reports are able to provide comprehensive contextual information on the extractive sector.
2. **MSG Internal Rules** – The rules developed to ensure effective multi-stakeholder engagement and an efficient decision making process.
3. **Dissemination of SLEITI reports** –Town hall meetings organized to discuss SLEITI reports with communities giving them the opportunity to discuss and share their views on mining operations in their communities and governance of the sector.
4. **Civil Society engagement** – Civil society have freedom to engage their constituency on the MSG. There are no elements of being stifled by government.
5. **Functioning of the National Secretariat** – The national Secretariat is adequately able to implement the decisions of the board as much as lie within their power.
6. **Quality Assurance of Data** – The Audit Service Sierra Leone takes the process seriously and always endeavor to certify the MDAs reporting templates to provide an assurance that the revenues reported are reliable.
7. **Engagement of the Legislature** – Lack of interest by the past members of Parliament in the SLEITI process.

- **Weakness**

1. **SLEITI Recommendations** – The SLEITI recommendations provide useful guidance for reforming the legal and regulatory framework but stakeholders have not openly discussed the recommendations to help the the MSG and public make a determination on the seriousness of the government to reform the sector..
2. **Industry Participation on the MSG** – Inadequate extractive companies representation on the multi-stakeholder group
3. **Funding** – Inadequate funding to fully accomplish the SLEITI work program and high dependence on donor support to fund the EITI reports to the extent that the timing to commence with the exercise of procuring the IA is sometimes compromised. The allocations made to SLEITI in 2017 was to cover day to day operational costs only.
4. **Production of SLEITI reports** – EITI reports have a two-year time. However, the more recent the report the better use it will serve in provoking debate and dialogue on the management of the sector. SLEITI reports still has a two-year lead time which the public continues to complain about as not as relevant as they should be.
5. **Lack of adequate staffing** – The position of the Research and Technical Analyst in the Secretariat was approved by the MSG but the ban on recruitment between 2016 –2017 left such a key position vacant..
6. **Collaboration** – Limited collaboration between MDAs. On most occasions SLEITI is not updated on developments taking place especially in areas that have bearing on the sector's management.

Cont....

1. Delays in reporting - Some MDAs did not fully cooperate with the reporting deadlines as they were extremely late in submitting reporting templates.
2. MSG meetings - Meetings have had to be postponed over and over as most members do not acknowledge notices of meetings no do they show up.
3. MSG tenure - based on the MSG Internal Rules that is now in place the group has still not discussed changing of membership.
4. Lack of an MSG Chair - The lack of a deputy Chair created a lot of bottlenecks, particularly in 2017 and in early 2018. The Chair was mostly too pre-occupied with State matters to address some important and pressing issues.
5. The Sierra Leone Elections Process - The process of preparing for political campaigns, the campaign process itself and the elections process in any given Presidential and Parliamentary elections year slows do the EITI process. The anticipation of political unrest or actual unrest, the involvement of some institutional heads in the elections process even at sub-national levels are some of the contributing factors.

Impact of SLEITI

i) Dissemination activities - Sharing the SLEITI reports and using them to provoke dialogue and debate on the management of the extractive sector is one of the most significant impacts of SLEITI.

ii) Collaboration with the Anti-Corruption Commission (ACC) - The fight against corruption is a common ground for SLEITI and the ACC and as such SLEITI has maintained a close relation with this body.

iii) Discrepancies from reconciliation - The discrepancies in between companies' payments and government receipts has declined significantly giving time to stakeholders to focus on important implementation matters.

iv) Reforms in the Sector - The role of SLEITI is being recognized by the Ministry of Mines & Mineral Resources. SLEITI made some revisions to the Sierra Leone Minerals Policy and the Artisanal Minerals Policy following an invitation by the Ministry to review these policies.

v) EITI Transparency and Accountability Agenda - Apart from using the EITI to fight corruption, the EITI agenda is a model that is seen as best practice in governmental institutional arrangements.

Ongoing Activities

1. Conclude production of the SLEITI 2016 report
   - MDAs to send information requested by IA by
?? 25th June, 2018
   - Review, discuss & approve report
2. Conclude production of the 2017 Annual Progress Report
   - All stakeholders to participate in review of the APR. Draft APR in circulation for review and approval by 1 July 2016.
3. Continue preparation for Validation in 2018
   - MDAs/MSG to act on Pre-Validation remedial actions and past SLEITI recommendations

Ongoing Activities

- Secure external funding to implement the SLEITI work programme
- Prepare the IA's terms of reference for the 2017 Report
- Meet with the new Clerk of Parliament and provide training for the new MPs and other stakeholders that are new to the EITI process e.g. CDC heads and more

Next Steps

- Secure office place for SLEITI
- Budget for SLEITI implementation (as a start provide fuel for vehicles, generator running, urgent vehicle maintenance)
- OVP meet with the SLEITI MSG
- Undergo Validation
- Agree on timeline to refresh the MSG
- Disseminate the 2015 & 2016 reports
- Implement the 2017 SLEITI Roadmap for mandatory BO disclosure by July 2020 (to administer register and Companies Act 2009 to be amended.

End of Presentation

Thanks

SLEITI Mission Statement

SLEITI seeks to build a culture of corporate accountability and transparency in the management of our natural resources by empowering citizens to hold government to account for the stewardship of revenues received from the extractive sector

Vision Statement : To ensure that the natural resource wealth becomes an engine for sustainable economic growth and poverty eradication in Sierra Leone through transparent, accountable and effective management of revenues generated and utilised for the benefit and satisfaction of all Sierra Leoneans.

SLEITI Primary Objectives : To promote good governance in the management of our natural resources by ensuring transparency and accountability in the collection and utilisation of revenues from the extractive sector.

SLEITI WORKPLAN (2017-2019)

Activities	Outputs/KPIs	Responsibility	Timeline	Costs ($)	Source of Funding		
					Govt	Dev. Partners	Companies
Overall Objective: Improved Extractive Governance in Sierra Leone							
Overall Goal: Increase revenue transparency from the extractives to enhance development for improved standards of living.							
SO 1: Improved coordination among MDAs to achieve completeness of extractive industry revenue mapping and reporting							
Outcome: More complete centralized and accessible data from extractive industry sector							
Study to assess and help develop NRA capacity to conduct project-level tax revenue reporting	Project specific information available	Secretariat, NRA, MoFED, EIRT	May-17	30,000.00			
Study and workshop to support NRA and NMA to integrate tax revenue reporting into the existing Online Repository alongside non-tax revenue (probably the same provider as above)	Comprehensive data on minerals sector on the Online repository	OCOS, Secretariat, NRA, NMA, MMMR, MoFED	Jun - Jul 2017	35,000.00			
Study, Workshop and capacity building to support Petroleum Directorate to integrate revenue reporting into the Online Repository (OR) or through petroleum specific Online database	Data on oil/gas sector publicly available	NMA, MoFED, PD, Secretariat	Jun-17	25,000.00			
Training of stakeholders on data processing and analysis (online repository and cadastre)	Training reports and documented evidence of CSOs use of the OR	NMA, RDF Secretariat	Jun-17	20,000.00			
Creation of a system for periodic data collection from MDAs.	Develop a SLEITI database on revenues from various MDAs/ SLEITI Data Base	SLEITI Secretariat, Consultants	Oct-17	25,000.00			
Compile and follow-up on recommendations from previous SLEITI reports including reconciliation and validation reports;	All SLEITI recommendations made public	*SLEITI Secretariat*	May-17	-			
Sub Total				**135,000.00**			
SO 2: Strengthened transparency and accountability provisions in the legal, policy and regulatory frameworks for governance of the Extractive Industries sector in S. Leone							
Outcome: Overlaps, gaps and ambiguities in Sierra Leone's relevant laws and policies steadily eliminated to give enable SLEITI and sector agencies to meet the 2016 EITI Standard							
Review undertaken and submissions made by SLEITI to MMMR/Cabinet on the draft new Minerals Policy to ensure it helps Sierra Leone meet/uphold the 2016 EITI Standard and principles	MSG feedback on the Minerals Policy submitted to MMMR	SLEITI MSG	Mar-17	500.00			
Review undertaken and submissions made by SLEITI to MoFED/Cabinet on the draft new Extractive Industries Revenue (EIR) Bill to ensure it helps Sierra Leone meet the 2016 EITI Standard	MSG feedback on the EIR Bill submitted to MoFED	SLEITI MSG, MoFED, Secretariat	Mar - June 2017	500.00			
Opportunities taken to review submissions made by SLEITI and any other draft amendments to existing mining, oil and gas, or revenue management legislation and any new sector legislation.	MSG Feedback provided	MSG, MDAs, Secretariat	Mar - Dec 2019	500.00			

If all transparency and accountability goals and full requirements of the EITI Standard cannot be met through advocacy on and insertions to 'mainstream' policies and legislation as above, then development of and lobbying for a supplementary and complementary Extractive Industries Transparency Policy and Law.	Laws and policies of Sierra Leone collectively fully enable SLEITI and the extractives sector in general to meet the transparency and accountability goals and requirements of the 2016 EITI Standard	SLEITI MSG, Secretariat	Mar 2017- Mar 2018	-			
Study undertaken to review and make recommendatons on capacity of key institutions to oversee company disclosure of beneficial ownership, and to make recommendations on required changes to the laws of Sierra Leone to enable this	Recommendations on capacity buillding and amendments to the laws to enable BO disclosure	Consultant, MSG, Secretariat	Mar - July 2017	10,000.00			
Sub Total				**11,500.00**			
SO 3: Extension of the Scope of SLEITI							
Outcome: Improved transparency in all natural resources governance and revenue management through the introduction of Fisheries and Forestry to the SLEITI process							
Scoping study of forestry and fisheries sectors undertaken to assess their scale and revenue streams, and identify potential reporting channels and challenges	A scoping study report produced on the sectors	SLEITI Secretatiat, MSG, Consultant	Jan- Mar 2017	60,000.00			
Partnerships established with relevant MDAsand companies on the introduction of EITI for transparency in their respective, and MoUs established.	Adoption of SLEITI reporting processes by the relevant MDAs	SLEITI Secretatiat, MSG, Consultant	Jul-17	-			
Reporting templates and sector-specific guidance developed for new sectors	Reporting templates endorsed	SLEITI Secretatiat, MSG, Consultant	April- June 2017	10,000.00			
Sub Total				**70,000.00**			
SO 4: Engagement with and training for reporting entities							
Outcome: Increased stakeholder understanding of the EITI and its processes to foster better coordination and improved collaboration leading to greater transparency							
Engagement with and training for Parliamentarians, Chiefdom Administrations, Paramount Chiefs, and District Councils on revenue reporting (refresher training) and expenditure accountability (which is to be newly introduced).	Training needs identified and training reports provided	MSG, CSOs, Secretariat	Jan 2016- Dec. 2018	5,000.00			

Sub Total				5,000.00			
SO 5: Enhancement of SLEITI's capacity to better achieve its objectives							
Outcome: Improved delivery of SLEITI's goals and ambitions, leading to more pro-active sector engagement, and stronger results in sector governance							
Agreement and adoption of new MSG Rules and Regulations	MSG Internal Governance Rules produced	Jul 2016 - Jan 2017		0			
Re-structuring of the MSG		SLEITI Champion and MSG	July 2017	-			
Development of a Management and Administrative manual for the effective operations of the National Secretariat	Functional Management & Administrative procedures manual produced & adopted	SEITI Secretariat	June. 2017	-			
Recruitment of a Research and Technical Analyst	A Research & Tech Analyst recruited	MSG Recruitment panel, Secretariat,	Jun-17	72,000.00			
Provision of Secretariat logistical needs: office rent, services and equipment etc	Logistical items acquired	GOSL, Donors	Nov. 2016	133,340.46	2015, 2016 & 2017		
Support participation in international EITI engagements	Conferences & workshop reports	GOSL, Donors, CSOs, MSG	2017 , 2018, 19	168,000.00			
pertinent matters including review the SLEITI work programme	Retreat reports	GOSL, Donors, CSOs, MSG, Secretariat	2017 - 2019	90,000.00			
Development and publication of SLEITI Annual Progress Reports to reflect on impact and progress against objectives and inform annual workplans (years to cover: 2015, 2016, 2017)	Annual Activity Reports for 2015, 2016 & 2017 printed	SLEITI Secretariat	July 2016 –June 2018	-			
Reproduction of Annual Progress Reports for 2015, 2016 & 2017 (printing costs)	Annual Activity Reports for 2015, 2016 & 2017 published	SLEITI Secretariat	July 2016 –June 2018	108,000.00			
Pre-validation assessment undertaken in 2017 in advance of 2018 Validation exercise	Pre-Validation report	Consultant, MSG, Secretariat	Sep-17	10,000.00			
Experience sharing and peer learning in two countries to improve the capacities of MSG and staff of the Secretariat	Peer Learning reports produced	International Secretariat, MSG, SLEITI Secretariat	Jan 2016- Dec. 2018	70,140.00			
Enhance Secretariat's staff capacity through formal training courses and on-the-job trainings	Staff Development Plans produced	SLEITI Secretariat	Oct. 2017- Dec 2019	31,450.00			
Undergo Validation Exercise	Validation report	MSG, Secretariat	Jul-18	5,000.00			
Print 2018 Validation Report	300 copies reproduced	Secretariat	Nov-18	10,000.00			
				50,000.00			
Sub Total				**747,930.46**			

SO6: Enhanced public education and improved access to information on extractives sector revenues and broader resource governance matters to enhance citizens ownership of the EITI Process

Outcome: Improved citizens' participation, and ability to participate, in all aspects of the EITI process to hold their government to account
Increased citizen demand for better natural resources governance

Development of a SLEITI Communications Strategy	New communications strategy developed	Consultant, MSG, Secretariat	Jul-17	5,000.00			
Improved website designed and restored online, including access to all key documents, as well as accessible guides, explainers and infographics, etc	Upgraded website with comprehensive SLEITI information	Secretariat	Jan.2017	20,000.00			
Infographics and comprehensible fact-sheets etc for key facts and figures in EITI Reports, etc, which can be used for websites, printed hand-outs and posters	Infographics, fact-sheets, posters etc of SLEITI information.	Secretariat	July 2016 - Dec 2019	5,000.00			
Media engagements relating to 2015-2018 Reports following publication of each SLEITI report	TV, radio and group engagements	Secretariat, MSG	Sept 2016 - Dec 2019	20,000.00			
Information and knowledge-building workshops with journalists following completion of each SLEITI Report.	Workshop reports	Secretariat	Sept 2016 - Dec 2019	30,000.00			
Reports, including steadily increasing assessment of expenditures as well as revenues (Independent Administrator costs)	Annual EITI reports produced, published	SLEITI Secretariat, Consultant	April 2017- Dec.2019	320,000.00			
Production of 2015, 2016, 2017 & 2018 SLEITI Reports, including steadily increasing assessment of expenditures as well as revenues (printing costs)	Hard copies of Annual SLEITI full and summary reports produced	Secretariat,		15,000.00			
Launch of SLEITI reports: 2015, 2016, 2017	Reports launched	Secretariat, CSOs, mining companies		50,000.00			
Conclude Production of SLEITI 2012 Report	2012 Report Published	Consultant, Secretariat, MSG	June. 2017	72,000.00			
Publication of findings and recommendations of EITI Reports in newspapers	Newspapers publications	Secretariat	Jan 2017 - Dec 2019	15,000.00			
Accessible Radio programme created and broadcast / re-broadcast to increase citizens' understanding of the extractives sector value chain, revenues and their distribution, Sierra Leone's resource governance institutions, the role of SLEITI, and latest sector developments. Jingles recorded in at least three local languages	citizens engagements, Radio discussions, jingles, public awareness	Secretariat	Jan 2017 - Dec 2019	20,000.00			
Production and dissemination of quarterly SLEITI newsletters	Newsletters published	Secretariat	June 2017 - Dec 2019	50,000.00			
Produce IEC Materials	SLEITI visibility enhanced. Printed t-shirts, caps, billboards, branded pens	Secretariat	Dec. 2017- Dec.2019	10,000.00			
Establish dialogue forums at provincial level	Dialogue forums established	CSOs, Secretariat	July .2017	36,000.00			
Engagement with women to discuss their role in the mining sector and how they are affected by mining activities	meeting reports produced	CSOs, Secretariat	Oct. 2017- Dec 2019	25,000.00			

Establish high school clubs to raise awareness on the management of Sierra Leone's natural resources amongst students	SLEITI high school clubs formed	Secretariat	Feb-18	5,000.00			
Facilitate public debates on EITI to collect feedback to inform policy	public debates held	Secretariat, CSOs	Dec. 2017- Dec.2019	150,000.00			
Sub Total				**848,000.00**			
				-			
				1,817,430.46			