

**DATE OF  
MEETING**14TH  
MSG MEETING

**NO.**

**MSG DECISIONS AND RECOMMENDATIONS 1 JAN–31 DEC 2017**

**STATUS**

<b>14TH MARCH 2018</b>	014	Mar/2. TOR for 2017 IA was approved by MSG; RFP was sent by MNR to the National Procurement & Tender Administration Board (NP&TAB). The advertisement placed in the national newspapers, Stabroek News and Kaieteur News. The process for public solicitation of bids for IA to be advanced and exhausted.	Completed
<b>14TH MARCH 2018</b>	014	Mar/3. NP & TAB informed that Tenders for GYEITI Report 2017 IA will be opened on 17th April, 2018	Completed
<b>14TH MARCH 2018</b>	014	Mar/4. The Independent Administrator to commence work in April, 2018.	IA Hiring was delayed until August 2018
<b>14TH MARCH 2018</b>	014	Mar/5. Opening of bank account for GYEITI is awaiting approval from the Ministry of Finance.	Not Completed
<b>14TH MARCH 2018</b>	014	Mar/6. The Legal, Regulatory & Institutional Framework Review working group members to send comments on TOR by Friday March 16, 2018.	Completed
<b>14TH MARCH 2018</b>	014	Mar/7. The approval for the GYEITI MSG to attend symposium in TTEITI. The persons nominated to attend the symposium were: i. Godfrey Statia (g) ii. Gomin Camacho (cs) iii. Deonarine Ramsaroop (i) iv. Mr. Ryan Ramjit (i) [will join while in Trinidad, at own expense] v. Dr. Rudy Jadoopat (GYEITI National Coordinator)	

<b>14TH MARCH 2018</b>	014	Mar/8. Draft annual progress report is completed, and now being finalized. The International Secretariat advised to keep this 1st APR simple. The deadline for the annual progress report is 1st July, 2018, according to the EITI Standard.	Completed
<b>14TH MARCH 2018</b>	014	Mar/9. It was reported that during skype meeting with TTEITI the GYEITI National Secretariat and a number of MSG members discussed cost reduction approached and capacity retention for the GYEITI when working with the Independent Administrator. TTEITI recommended the hiring of two or three persons to do data collection, information and legal research work and assist with public communications and outreaches or one person who has strong technical capacity to multi-task in these areas.	Recommendation of TTEITI was not implemented
<b>14TH MARCH 2018</b>	014	Mar/10. A second meeting is to be scheduled with the GGMC Librarian to give GYEITI a tour of the Library to ascertain what information and data are readily available and accessible at the facility.	Not Completed
<b>14TH MARCH 2018</b>	014	Mar/11. MSG decided against having observers at MSG Meetings. Request by GTUC was denied.	MSG Decision was adhered to
<b>14TH MARCH 2018</b>	014	Mar/12. The MSG agreed that capacity building requisition for the National Secretariat recording device, video camera and portable hard-drive should be a matter for the National Secretariat to deal with and not the MSG.	Completed
<b>14TH MARCH 2018</b>	014	Mar/13. MSG pointed out that previously, during budget preparation, it approved a list of items, including devices mentioned. Secretariat to requisition via MNR.	Completed
<b>14TH MARCH 2018</b>	014	Mar/14. Progress on work plan should be assessed and perhaps a report should be prepared.	Completed
<b>14TH MARCH 2018</b>	014	Mar/15. A monthly financial report from the accounts department (MNR) is to be requested with details on the line items.	Completed. Request was made.

<b>14TH MARCH 2018</b>	014	Mar/16. MSG Meeting was informed that, as per quest, the International Secretariat annual dues in amount of USD \$10,000.00 will be paid by the MNR, Government of Guyana, for the year 2018	Completed
<b>14TH MARCH 2018</b>	014	Mar/17. The MSG Communications Working Group did not convene as of 14.03.18. Communication protocol and strategy to be reviewed by MSG Communication & Outreach working group for discussion. Communication working group to meet on March 16, 2018.	Observation. Information
<b>14TH MARCH 2018</b>	014	Mar/18. MSG Materiality & and Data Analysis Working Group did not convene as of 14.03.18. Sections 3 & 4 of the Moore Stephens Report to be updated. Materiality working group to convene soon.	Completed
<b>14TH MARCH 2018</b>	014	Mar/19. In response to a concern, the GYEITI National Secretariat explained that discussions with the International Secretariat and EITI Secretariats in other countries simply provide useful advice and guidance on best practice. Peer learning and capacity building is done in the spirit and concept of EITI.	