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**GUYANA  
EXTRACTIVE  
INDUSTRY  
TRANSPARENCY  
INITIATIVE**

**GYEITI**

**GUYANA  
Extractive  
Industries  
Transparency  
Initiative**

## **INAUGURAL ANNUAL PROGRESS REPORT**

HON. RAPHAEL G.C. TROTMAN, MP, MINISTER OF  
NATURAL RESOURCES & GUYANA'S EITI CHAMPION  
SUBMITTING EITI CANDIDATURE APPLICATION



*[L-R] Rod Henson, Patrick Harding, Minister Hon. Raphael Trotman, Dr. Rudy Jadoopat Mike McCormack and Diane Barker]*

Hon. Raphael G. C. Trotman, MP, Minister of Natural Resources and GYEITI Champion on behalf of the Government of Guyana, submitted Guyana's completed EITI Candidature Application to the EITI International Secretariat on 18<sup>th</sup> August, 2017. GYEITI National Coordinator, Dr. Rudy R. Jadoopat received the application on behalf of the EITI International Secretariat (EITI Regional Director was on skype from Norway at the time when this ceremony was taking place in Georgetown, Guyana)

GYEITI will continue to look forward for your assistance as we embark on the implementation of EITI Standard in The Cooperative Republic of Guyana.

**WE URGE CITIZENS, COMPANIES AND GOVERNMENT AGENCIES TO PLEASE  
COOPERATE AND HELP US PREPARE GUYANA'S 1<sup>ST</sup> EITI REPORT!**

## CHAIRMAN, EITI INTERNATIONAL BOARD WELCOMING GUYANA INTO THE EITI



***[L-R: Dr. Rudy R. Jadoopat, GYEITI National Coordinator, Mr. Frederik Reinfeldt, Chairman, EITI International and Mr. Curtis Bernard, GYEITI MSG representative (civil society)]***

At the EITI 38th International Board Meeting 25<sup>th</sup> October, 2017, Manila, Philippines, EITI Chairman, Frederik Reinfeldt congratulating GYEITI National Coordinator, Dr. Rudy R. Jadoopat, as GYEITI Civil Society MSG member Curtis Bernard looks on, immediately after the Board reviewed Guyana's Candidature application and agreed that all the sign-up steps were satisfactorily completed in accordance with EITI Standard.

Congratulations to all those individuals, companies, organizations, government entities, civil society organizations and community leaders, consultants and all stakeholders who contributed to this level of success.

# GUYANA EITI IN THE MAKING

## A NATIONAL EITI SYMPOSIUM

‘The Implementation of the Guyana Extractive Industry Transparency Initiative’  
ARTHUR CHUNG CONVENTION CENTER, Georgetown, Guyana, 29<sup>th</sup> June, 2016



Mr. Hilbert Shields (Industry)

Mr. Mike McCormack (Civil Society)



Hon. Raphael G. C. Trotman, MP  
Minister of Natural Resources  
(Government)

Ambassador Rudy Collins

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GYEITI Public Engagement – Georgetown Outreach, July 2017

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## GYEITI INAUGURAL ANNUAL PROGRESS REPORT



Dr. Rudy Jadoopat, GYEITI National Coordinator, addressing a public outreach event at the Marian Academy, Georgetown, Guyana in July 2017.

[Photo, L-R]: Dr. David Singh, chairperson (Conservation International), Hon. Raphael G. C. Trotman (government), Minister of Natural Resources, GYEITI Champion and MSG Co-Chair, Mr. Curtis Bernard, MSG Co-Chair (civil society), Mr. Hilbert Shields, MSG Co-Chair (industry), and (partly hidden) Mr. Jason Calder of the Carter Center.

GYEITI Youth Engagement at the National Secretariat



GYEITI National Coordinator, Dr. Rudy R. Jadoopat speaking with youths during a tour of the GYEITI National Secretariat in 2017

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## 1. INTRODUCTION

Guyana Extractive Industry Transparency Initiative (GYEITI) hereby presents its Inaugural Annual Progress Report (APR) for all prior years ending 31<sup>st</sup> December 2017. This inaugural APR satisfies EITI Requirement 7.4 which states that **“the Multi-Stakeholder Group (MSG) is required to review the outcomes and impact of EITI implementation on natural resource governance”**. It also satisfies EITI Requirement 8.4 which states that **“the report of the previous year’s activities must be published by 1<sup>st</sup> July of the following year. The EITI Board will establish appropriate deadlines for new EITI Candidate countries”**.

In 2017, The Cooperative Republic of Guyana Extractive Industries Transparency Initiative (GYEITI) made great strides and good progress. The main achievement in 2017 can be characterized by The Government of Guyana officially launching the GYEITI tripartite Multi Stakeholder Group (MSG) and the acceptance of the country’s EITI candidature application, officially making Guyana an EITI Candidate country.

As a result of close collaboration among the three (3) sectors of the GYEITI MSG successfully completed all the EITI sign up steps. This satisfied the necessary requirement and created the conditions for submission of Guyana’s EITI candidature application.

Guyana’s EITI Candidature Application was submitted in August 2017. Guyana became an EITI candidate country on 25<sup>th</sup> October, 2017. This paved the way for the commencement of EITI implementation. Per EITI Standard, the country must submit its 1<sup>st</sup> EITI Reconciliation Report within eighteen (18) months of acceptance of its candidature application by the EITI International Board.

EITI Reports are prepared in accordance, not only with the EITI Standard, but also must comply with the strict principles and rules of international auditing standard. The EITI Standard stipulates that an independent administrator, usually a reputable qualified auditing firm, must be hired to prepare Guyana’s EITI Report.

The National Procurement and Tender Administration Board (NP&TAB) was activated to conduct the procurement process for hiring an independent administrator. The consultancy firm will work closely with the MSG and the GYEITI National Secretariat during the EITI Report preparation period.



Progress is made in the execution of the MSG Work Plan. MSG members and National Secretariat staff participated in capacity building exercises, with more planned. The MSG ‘Communications and Outreach’ working group is tasked with organizing public outreaches in various regions of Guyana to create greater awareness of the objectives, benefits and progress of EITI implementation, and more importantly receive feedback arising from public debates and use this to improve the EITI implementation processes and make meaningful recommendations for the ultimate improvement in the governance of the oil, gas and mineral resources of Guyana.

## 2. MESSAGE FROM GUYANA EITI CHAMPION

### *MESSAGE FROM HON. RAPHAEL G. C. TROTMAN, MP*



### GYEITI CHAMPION AND MINISTER OF NATURAL RESOURCES

The Cooperative Republic of Guyana is a resource rich country with commercial quantities of natural resources that include, manganese, bauxite, gold, diamond, sand, stone, loam, laterite, oil, forestry, and fisheries products. As of 2015, following the discovery of a significant quantities of petroleum, Guyana is now poised to become an oil producing country in a few short years; as a result the need for greater transparency and accountability in governance has become critical. Despite our natural wealth our nation has not experienced and sustained the rates of growth that were expected.

In 2010, the government of Guyana declared its intention to embrace and adhere to the principles outlined in the Global Standard of the International Association known as the 'Extractive Industries Transparency Initiative' (EITI). When the baton of government was passed to the new administration in 2015, a firm decision was taken to hasten the process of moving towards full membership in the EITI. In February 2017, a Multi-Stakeholder Group was formally established signalling one of the most meaningful steps in this direction. Since then, the progress has been steady and determined. This MSG is truly representative of our constitutional declaration to pursue inclusive governance as government, industry and civil society each have equal weight and standing at the table of decision-making. Further, our indigenous brothers and sisters are also meaningfully represented in this tripartite body.

As Guyana's EITI Champion, I am very pleased that we have been able to complete all the sign-up requirements and attain recognition as an EITI Candidate Country in October 2017. We now have a vital and vibrant multi-stakeholder group (MSG), a functional Guyana EITI National Secretariat and have commenced preparation of Guyana's 1<sup>st</sup> ever EITI Report. This will be a

comprehensive document that will contain substantial results of professionally analysed data and information on the extractive sector in Guyana.

Going forward, it is our intention to make GYEITI Reports public and to encourage public debates and discussions on our work so that feedback from the citizens of Guyana can be obtained and incorporated into our reports and actions. Ultimately, we expect that these initiatives will lead to improved governance of the oil, gas, mining and other natural resources sectors.

In an effort to maximise national benefits from this extensive and intensive exercise, the GYEITI Secretariat will be extending a friendly and cordial invitation to all Government Agencies and Private Companies, whose work or operations are directly or indirectly related to the extractive industry, to give their full cooperation and support to the GYEITI processes.

I take this opportunity to express sincere gratitude to all those individuals, organizations, agencies and entities who, over the years, worked assiduously to ensure that Guyana's EITI candidature application was accepted. The period ending December 2017 has been a rewarding one for EITI in Guyana.

Continued support and cooperation is essential for the successful completion of the 1<sup>st</sup> GYEITI Report and I implore everyone and all stakeholders to, not only to publicly pledge, but actually demonstrate that you value and respect the rights of all citizens of this country, to whom all the natural resources of Guyana truly belong and whose standard of living will be improved as these resources are explored and used in a sustainable, equitable and transparent manner.

Best Wishes,

Raphael G.C. Trotman, MP

Guyana EITI Champion & Minister of Natural Resources

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FROM THE OFFICE OF:  
HON. RAPHAEL G. C. TROTMAN, MP  
THE MINISTER OF NATURAL RESOURCES  
COOPERATIVE REPUBLIC OF GUYANA

### 3. MESSAGE FROM MSG CO-CHAIR, CIVIL SOCIETY SECTOR

#### MESSAGE FROM MR. CURTIS BERNARD



#### CO-CHAIR, CIVIL SOCIETY, GYEITI MSG

I am pleased, on behalf of The Civil Society component of the GYEITI MSG, that Guyana has achieved status as a candidate Country within the EITI. This significant achievement is an opportunity to establish a novel and unprecedented approach for informed engagement of Civil Society in governance of Guyana’s natural resources.

As owners of the natural resources of the country, the citizenry of Guyana is entitled to full disclosure of the conditions under which the privileges to extract, process and otherwise develop such resources are issued, and to disclosure of the financial flows from such activities. EITI is essential to ensure that extraction positively impacts achievement of sustainable green development in Guyana by ensuring transparency around financial flows from natural resources, an enabling condition for optimal long-term benefits to the Guyanese people.

The time is especially apt for the establishment of this novel approach as Guyana is set to significantly increase its revenue for extraction in our more than 350 thousand square kilometers of sovereign terrestrial and marine space. The oil and gas sector coming on-stream alongside the long-established extraction of non-renewables - gold, bauxite and other mineral – and renewables – timber, fish and other biological resources – can provide significantly for Guyana’s economic wellbeing if financial flows are managed well and transparently.

The achievements of GYEITI in its short existence thus far have been, to a large measure, due to the three sectors’ commitment to collaborate for achievement of common goals. The tri-sectoral governance mechanism of the EITI, in which Government, industry and civil society hold equal status and decision-making power, is exemplary in its potential to demonstrate innovative and inclusive governance.

As we work towards the completion of Guyana's first EITI Reconciliation Report in the coming year, I look forward to continued collaboration amongst the sectors to realize the full potential of EITI in Guyana. The civil society members of the GYEITI pledges to continue our focus on raising awareness of EITI and its benefits amongst Guyanese and to widen the discourse around governance of our natural patrimony.

Regards and best wishes.

Curtis Bernard

Co-Chair – Civil Society



## 4. MESSAGE FROM MSG CO-CHAIR, INDUSTRY SECTOR

### MESSAGE FROM MR. HILBERT SHIELDS



### CO-CHAIR, INDUSTRY SECTOR, GYEITI MSG

Guyana is blessed with abundant natural resources and the Industrial Sector is committed to being a responsible partner in their development. We have been active supporters and participants in the substantial work efforts of GYEITI through 2017, culminating in the landmark acceptance of Guyana's candidature application at the 38<sup>th</sup> EITI International Board Meeting in Manila. The Mining, Oil & Gas and Forestry sectors are all working towards the goal of EITI member status and full compliance.

By making public relevant information, EITI allows citizens to have greater insight into and appreciation of the wealth generated by extractive industries. By helping increase accountability, strengthen management capability, and reduce corruption, EITI improves investment climates in participating countries. And through the EITI Report, EITI can help industry quantify its contributions to the economy in a very accessible and comprehensible format.

Increasing trust and strengthening public confidence in the extractive industries and the benefits to Guyanese citizens in all ten Regions, will strengthen the industry's social license to operate in Guyana. The benefits for the full participation of the Industrial Sector are quite clear.

GYEITI has developed a comprehensive work plan for 2018 as the precursor to submission of the first full EITI Report during April 2019. The Industrial Sector MSG commits to actively support the Secretariat, MSG and the appointed Independent Administrator to enter 2019 well-prepared to accomplish EITI's transparency objectives.

Hilbert Shields, GYEITI Co-Chair (Industry)

## 5. MESSAGE FROM MSG CO-CHAIR, GOVERNMENT SECTOR

### MESSAGE FROM MS. EULIENE WATSON



#### CO-CHAIR, GOVERNMENT SECTOR, GYEITI MSG

Striving for greater transparency in the governance of the natural resources sector in Guyana has become a fundamental policy platform of the Government of the Cooperative Republic of Guyana as it articulates a Green State Development Strategy. The Minister of Natural Resources of Guyana, Honourable Raphael Trotman at the launch of the GYEITI Multi-Stakeholder Group on 15<sup>th</sup> February, 2017 emphatically declared that, “the Government of Guyana has approached the EITI process with a commitment to transparency and openness as well as a recognition, acceptance and deliberate effort to foster the truth that the resources of this country belong to every Guyanese in equal measure. This EITI initiative has the potential to deliver significant benefits to the Guyanese economy through increased accountability and transparency, translating into more informed public policy debates and guidance on managing our resource endowments. It also has the potential to increase the confidence of business and enhance Guyana’s reputation as a sound investment destination. This process joins a suite of initiatives that this government has committed to, and is actively pursuing to strengthen public institutions and systems for managing resources and revenues from the extractive sector.”

The Government sector in the tripartite multi-stakeholder group (MSG) is proud to have been actively involved, together with civil society and industry representatives, in every activity over the years which led to the completion of the rigid sign-up steps to attain EITI membership in the year 2017.

The citizens of Guyana and all stakeholders aspire to achieve good governance of our oil, gas, mineral and other natural resources. Cognizant of this aspiration, His Excellency David Granger, President of the Cooperative Republic of Guyana, declared that ***“the multi-stakeholder experts group will help us move from imagination to implementation, from reverie to reality... into the process of developing an inclusive and comprehensive strategy...”*** Cabinet made a decision to, not only embrace the EITI principles

and global standard, but to give full support and demonstrate its seriousness in implementing EITI in Guyana.

As we execute the MSG work plan and prepare the 1<sup>st</sup> EITI Report, we anticipate challenges. Government sector within the tripartite MSG pledges continued assistance in overcoming these hurdles. The Independent Administrator will enjoy full cooperation in gathering data and information necessary for the preparation of Guyana's 1<sup>st</sup> EITI Report in a timely manner.

As government sector co-chair of the MSG, I take this opportunity to invite all stakeholders, including the public minded civil society and the media representatives in all of the ten (10) regions of Guyana and also the diaspora to actively engage in public debates and provide your suggestions, ideas and recommendations for improving the governance of our extractive industry. In the year 2018 and going forward, please join us and let us, together build on the GYEITI splendid achievements made as of December 2017.

Kind Regards,

Eulienne Watson, *MSG Co-Chair, Government Sector*

## 6. BRIEF HISTORICAL PERSPECTIVE

The Government of the Cooperative Republic of Guyana officially launched the tripartite Multi Stakeholder Group (MSG). As a result of close collaboration among the three (3) sectors, the GYEITI MSG successfully completed all the EITI sign up steps. This satisfied the EITI requirement and created the condition for Guyana to submit an EITI candidature application.

A roadmap for attaining EITI candidacy evolved during the period 2010-2017. Understanding that greater transparency can lead to improved management and governance of the extractive sector, the Government of Guyana consistently pursued a path towards attaining EITI candidacy. The making of GYEITI can be summarized in the following brief historical perspective:

- The Cooperative Republic of Guyana, for the first time ever, expressed an interest in implementing EITI. On 4th May 2010 in Georgetown, Guyana, then Prime Minister, Samuel Hinds, declared the country's ambitious choice, during a meeting with EITI Regional Director, Dr. Francisco Paris.
- On 15th May, 2012, Guyana's commitment to implement EITI was further demonstrated by the signing of a Memorandum of Understanding (MOU) between the Government of Guyana and the Extractive Industries Transparency Initiative (EITI).
- On 12th September, 2014, the Government of Guyana commissioned an EITI Scoping Study. It hired the UK consulting firm, Moore Stephens Consulting to conduct the Scoping Study. An inception report and a draft report were prepared. These reports served as the basis on which the EITI processes developed in Guyana.

In May 2015, there was a change of Government Administration in Guyana. The new administration not only continued the path towards EITI membership, but also intensified efforts to satisfy the EITI eligibility requirements. We observed a marked intensification of activities necessary to complete the EITI sign-up steps. The Cabinet and Government of Guyana provided legislative and administrative support to ensure that its transparency platform is enhanced with policies and programs. Membership in the prestigious global EITI body is, indeed, a step closer to the institutionalization of transparency in the economic and social development of the country. During the period 2015-2017 GYEITI documented the following details:

- On 17th November 2015, Cabinet Decision CP (2015) 11:2: BBB gave approval for “The Continuation of the EITI Application Process” and the establishment of a Steering Committee (Multi-Stakeholder Group) (MSG). This provided the legal basis for the creation and operation of the MSG GYEITI.
- As he declared the commencement of a process to establish a Multi-Stakeholder Group (MSG), on 22nd December, 2015, Minister of Natural Resources, Honourable Raphael G. C. Trotman, publicly announced Government’s intention to continue Guyana’s commitment to EITI implementation.
- In order to provide for equal representation from each of the three (3) sectors; Civil Society, Industry and Government, a ratio of 4:4:4 was chosen by Minister Raphael Trotman.
- During the 7th EITI Global Conference held 24-25 February, 2016 in Lima, Peru, The Cooperative Republic of Guyana, through its Minister of Natural Resources, reiterated an unequivocal public statement of its commitment and intention to implement the EITI Standard.

## 7. NATIONAL PRIORITIES

THE GYEITI TRIPARTITE MSG HELD A SYMPOSIUM AT WHICH NATIONAL PRIORITIES WERE DEFINED AS FOLLOWS:

1) **Create an enabling environment within the extractive industry in Guyana by advocating, promoting, embracing and upholding the following:**

- Creation and maintenance of a level playing field
- Observance of the Rule of Law and promote legislative change to remove restrictions on disclosure of information
- Respect the rule of law and the validity of Contracts
- Equity and Fairness
- Efficient management



- Build Trust and Consensus among all stakeholders
- Accountability
- Competitiveness
- Reduction of the cost of doing business by rationalizing government red tapes and bureaucracy
- Influence improvement in government policies and strategies
- Promote research and analysis
- Preventing corruption
- Prevention and/or resolution of conflict based around the extractive sector
- Institutionalize and integrate EITI into existing oversight mechanisms and regulations of the industry
- Understanding of rules and financial relationships between government and state owned enterprises within or related to the extractive industry.

**2) Develop and enhance relationship with the citizenry of Guyana, as owners of the resources, with the Extractive Industry through the following:**

- Transparency and good governance
- Adherence to user friendliness in understanding the fundamentals of corporate transparency within the norms of universal business practices.
- Promoting the best practices of responsible citizenship
- Conduct workshops, debates, discussions and public events for sharing of data and contextual information in EITI reports to foster public scrutiny and greater accountability.
- Capacity building for citizenry through a variety of means, including local, regional and national media
- General review of EITI Principles, Standard and Reports

**3) Establish and maintain a comprehensive system to ensure perpetual sustainable corporate social responsibility by focusing on, and consistently build capacity in, the following areas:**

- Sustainable use of Natural Resources and understanding the policies on promoting ‘Green Economy’, ‘Water Conservation’ and ‘Indigenous Peoples Entitlements’
- Internalize issues such as Climate change and environmental protection within the operation of the Extractive Industry.
- Establishment of mechanisms to ensure intergenerational equity especially in relation to the costs and benefits of the industry
- Poverty Reduction, Workers Safety and protection of endangered species
- Constraints, advantages and the mechanics of social contracts
- Participation in organized public consultations aimed at improving extractive industry governance
- Role of citizens, government and companies within the framework of corporate social responsibility
- Return fair benefits to communities where natural resources are exploited.

**4) Provide accurate Reporting of revenue and payments from Natural Resource extraction and beneficial ownership of privileges within the industry supported by sound data collection and management**

- Capture all revenues generated directly and indirectly from the exploitation of natural resources (renewable and non-renewable)
- Ensure regular monitoring of payments between the point of collection and the recording of payments
- Capture data from companies and individuals with the access privileges to the greatest proportion of Guyana’s natural resources.
- Report contextual information on the socioeconomic, environmental and human rights, including gender, conditions associated with the exploitation of natural resources.
- Improve data quality and Reliability
- Ensure timeliness of data
- Develop relationships with businesses in the extractive industry and government revenue collecting agencies to ensure the delivery of timely and accurate data
- Review and improve the data collection systems as necessary
- Capture and report data on the beneficial owners of licenses within the extractive industry.

## 8. GYEITI SECTORAL ENGAGEMENTS

### BACKGROUND

By way of **Cabinet Decision CP (2015) 11:2: BBB, 17<sup>TH</sup> November, 2015**, the Government of Guyana gave approval for “The Continuation of the EITI Application Process” and the establishment of a Steering Committee (Multi-Stakeholder Group) (MSG). This provided the legal basis for the creation and operation of the GYEITI MSG.

The Minister of Natural Resources and GYEITI Champion, Honorable Raphael G. C. Trotman, MP, made a conscious decision to create an effective and balanced Multi-Stakeholder Group (MSG) in Guyana. The GYEITI MSG was established in accordance with the EITI requirements, in an open and transparent process. Industry, Civil Society and Government each submitted (4) nominees and four alternates to serve as members and alternates of the MSG. The Minister of Natural Resources, on behalf of the Government of Guyana subsequently accepted the list of nominees and appointed a 12-member MSG for the Guyana Extractive Industry Transparency Initiative.

The Government of Guyana held an official ceremony on 15<sup>th</sup> February, 2017 to launch the GYEITI MSG. The Prime Minister, Minister of State, Minister of Natural Resources, Speaker of the National Assembly, Junior Minister of Finance, other Members of Parliament, members of the opposition, the Diplomatic Corp, the business community, representatives of not-for-profit organizations, civil society and other high level officials were in attendance.

### GOVERNMENT ENGAGEMENT

**a)** The, then, Prime Minister of Guyana, Hon. Samuel Hinds, during a meeting on 4th May 2010 in Georgetown, Guyana with EITI Regional Director, Dr. Francisco Paris, for the first time ever, expressed Guyana’s commitment to implement EITI.

Guyana’s commitment to implement EITI was further demonstrated by the signing on 15th May 2012, of a Memorandum of Understanding (MOU) between the Government of the Cooperative Republic of Guyana and the Extractive Industries Transparency Initiative.

The Government of Guyana on 12th September 2014, commissioned an EITI Scoping Study and hired consulting firm Moore Stephens for its completion.

An inception report (2014) and a draft report (October 2015) served as a basis for moving the EITI process forward in Guyana.

After a change of Government in Guyana on 15<sup>th</sup> May 2015 an upsurge of efforts to complete the EITI sign-up steps was observed.

Cabinet Decision CP (2015)11:2: BBB gave approval on 17<sup>th</sup> November 2015, for “The Continuation of the EITI Application Process” and the establishment of a Steering Committee (Multi-Stakeholder Group) (MSG)”. This provided a legal basis for the creation and operation of the MSG GYEITI.

Minister of Natural Resources, Hon. Raphael G. C. Trotman on 22<sup>nd</sup> December 2015, publicly announced the new government’s intention to continue Guyana’s commitment to EITI implementation as he declared the commencement of a process to establish a Multi-Stakeholder Group (MSG).

Minister Trotman, made a conscious decision to establish an MSG which provides for equal representation from each of the three (3) sectors; civil society, industry and government, a ratio of 4:4:4 was subsequently agreed.

During the Seventh Global Conference of the Extractive Industries Transparency Initiative (EITI), held 24-25<sup>th</sup> February 2016 in Lima, Peru, The Cooperative Republic of Guyana, through the Minister of Natural Resources, reiterated an unequivocal public statement of its commitment and intention to implement the EITI.

The Minister of Finance of Guyana on 21<sup>st</sup> March 2016 wrote The World Bank Group confirming Government’s “intention to advance activities under the Extractive Industries and Transparency Initiative (EITI)” and sought “the support of the World Bank to establish an EITI Secretariat and to build relevant capacity within the Ministry of Natural Resources and the EITI Secretariat.”

The Government of Guyana requested and received support from a World Bank Mission which was in Guyana during the period 27<sup>th</sup> June – 8<sup>th</sup> July, 2016 to assist in creating the tripartite Multi-Stakeholder Group (MSG) and to help prepare Guyana’s 1<sup>st</sup> GYEITI MSG Work Plan.

**b)** The Cabinet of Ministers of the Government of Guyana identified the Ministry of Natural Resources as the “Lead Agency responsible for implementing the Guyana-EITI”.

Minister of Natural Resources, Hon. Raphael Gregory Conwright Trotman, was identified as the GYEITI Champion to lead the implementation of EITI in Guyana. Mr. Trotman has the confidence of all stakeholders and the authority

and freedom to coordinate action across relevant ministries and agencies. He is able to mobilise resources for EITI implementation.

The Minister of Natural Resources on 2nd December 2016 at an EITI sensitization seminar specifically organized for Parliamentarians, delivered a presentation and explained how Guyana's economic and social development towards the establishment of a Green State can benefit through increased transparency and accountability in the governance of the country's natural resources.

**c)** There is no doubt that the Government of Guyana is fully, actively and effectively engaged in the EITI process.

The government has four (4) members and four (4) alternates on the MSG.

The government of Guyana established a GYEITI MSG and a GYEITI National Secretariat. It also appointed a GYEITI National Coordinator and a Deputy Coordinator on 1<sup>st</sup> February, 2017

**d)** The Government of Guyana nominated the senior government officials to serve on the GYEITI MSG.

**The initial MSG members and alternates from government sector are:**

***Members***

1. Hon. Raphael G.C. Trotman Minister of Natural Resources, *[In 2018, Eulienne Watson replaced Minister Trotman on the MSG]*
2. Mr. Godfrey Statia, Commissioner-General, Guyana Revenue Authority
3. Ms. Gillian Pollard, Deputy Director, Budget Office, Ministry of Finance
4. Mr. Omar Bissoon, Chief-of-Staff, Office of the Prime Minister

***Alternates***

5. Mr. Joslyn McKenzie, Permanent Secretary, Ministry of Natural Resources
6. Ms. Hema Khan, Deputy Commissioner-General, Guyana Revenue Authority
7. Mr. Tarachand Balgobin, Director, Project Cycle Management Division, Ministry of Finance
8. Mr. Wallace Ng-See-Quan, Special Assistant, Office of the Prime Minister

**COMPANY ENGAGEMENT**

The Government of the Cooperative Republic of Guyana, in pursuit of its commitment to implement the EITI Standard, encouraged private companies operating within the extractive sector to participate in activities and events



specifically organized to create awareness on the workings and possible benefits to be derived from the implementation of the EITI.

**a)** EITI capacity building meetings with industry representatives were conducted during 6 to 7 July 2016. These were made possible by government with assistance from World Bank EITI consultant and the Carter Center.

**b)** Many companies became are fully, actively and effectively engaged in the EITI process.

During the period 25 to 31 October 2016, representatives of the Large Scale Mining, Small and Medium Scale Mining, the Oil and Gas and the Forestry Sectors held separate meetings to specifically discuss EITI related matters and nominate potential MSG representatives.

**c)** Government of Guyana ensured that an open and transparent process led to the nomination of four (4) members and four (4) alternates to the MSG as representatives of the industry sector.

The nominees to represent industry sector on the MSG emerged from a transparent process in which representatives of large scale, small and medium scale mining, oil and gas companies and the forestry sector participated.

At a meeting held on 3rd November 2016 the four members and their respective alternates to represent industry on MSG were nominated.

**d) The initial MSG members and alternates from Industry sector are:**

***Members***

1. Mr. Hilbert Shields, Large Scale Mining, Guyana Shield's Resources, Inc.
2. Mr. Patrick Harding, Small & Medium Scale Mining, Guyana Gold & Diamond Miners Association
3. Mr. Deonarine Ramsaroop, Forest Products Association of Guyana
4. Mr. Jeff Simons, Oil & Gas, ExxonMobil Guyana, Ltd., [Mr. Rod Henson succeeded Jeff from 1<sup>st</sup> June, 2017

***Alternates***

5. Ms. Ayaana Jean-Baptiste, Large Scale Mining, Guyana Goldfields, Ltd.
6. Ms. Allison Butter-Grant, Small & Medium Scale Mining, Guyana Women Miners Organisation
7. Mr. Brian Gittens, Forest Products Association of Guyana
8. Mr. Ryan Ramjit, Oil & Gas, Repsol

Guyana's EITI Champion expressed a vision to have Guyana's Forestry and Fisheries Sectors, at some later stage, integrated into the EITI fold.

The MSG has a member and an alternate from the Forestry Sector. Perhaps, a more active effort should be made to identify and incorporate a representative from Guyana's Fisheries Division into the work of the MSG.

#### CIVIL SOCIETY ENGAGEMENT

**a)** The GYEITI MSG Civil Society sector is fully, actively and effectively engaged in the EITI process.

**b)** Several EITI public awareness meetings and capacity building events and symposia were held in 2017.

In 2016 and 2017 EITI capacity building meetings and symposia with civil society representatives were facilitated by government with the assistance of World Bank EITI consultant.

**c)** There are no legal obstacles to civil society's participation and engagement in the EITI process. The Constitution of The Cooperative Republic of Guyana enshrines, and offers protection to, fundamental rights and freedoms, including freedom of conscience, freedom of expression, and freedom of assembly and association.

**d)** Government of Guyana ensured that an open and transparent process led to the nomination of four (4) members and four (4) alternates to the MSG as representatives of civil society.

On 5th July 2016, representatives of twenty (20) civil society organisations participated in a meeting to discuss and agree criteria for the selection of MSG representatives of civil society sector. A draft list of criteria was widely circulated with request for feedback and comments.

The meeting of the civil society organisations decided that one of the four (4) civil society seats be reserved for indigenous peoples whose organisations were tasked to, among themselves, agree on a nomination process for the GYEITI MSG membership and alternate positions.

Public advertisements were placed in the national newspapers, paid for by the Ministry of Natural Resources. The agreed criteria for representatives were advertised in the national press, namely the Guyana Chronicle, Guyana Times, Kaieteur News and Stabroek News on Sunday 10th July 2016, and also on social media.

**Candidates were required to submit the following to apply to become a representative:**

1. Complete an Application Form
2. Submit letters of support from three civil society organisations or communities
3. Provide an acceptance letter expressing commitment to devote time to prepare for, and attend, MSG meetings and to also participate in GYEITI related activities.

**The Personal Criteria required of civil society representatives were:**

- i) Understanding and sharing the EITI goals and aims
- ii) Devoting sufficient time for MSG activities and wider GYEITI activities
- iii) Evidence of ability to engage in financial discussions
- iv) Experience, or proof of engagement, in civil society advocacy
- v) Personal qualities to negotiate confidently and work with a wide spectrum of stakeholders
- vi) Membership of an organisation with legal character or affiliation to credible alliances
- vii) No affiliation within the extractive industries that could be interpreted as a conflict of interest.

A selection panel comprising of Rudy Collins and Joseph Singh, former Chairmen of the Guyana Elections Commission, and Sandra Jones, an independent consultant reviewed the applications received.

The civil society committee agreed to ratify the nomination of the indigenous peoples together with the other three (3) nominees from civil society.

**e) The initial MSG members and alternates from Civil Society are:**

***Members***

1. Mr. Curtis Bernard, Policy Forum Guyana
2. Ms. Njuma Nelson, Policy Forum Guyana [*Resigned, vacancy to be filled in 2018*]
3. Mr. Larry Carryl, Policy Forum Guyana
4. Mr. Paul Atkinson, Indigenous Peoples Representative

### ***Alternates***

5. Mr. Mike McCormack, Policy Forum Guyana
6. Ms. Gomin Camacho, Policy Forum Guyana
7. Ms. Vanda Radzik, Policy Forum Guyana
8. Ms. Laura George, Indigenous Peoples Representative

A list of names of all nominees was submitted to the Minister of Natural Resources, who after careful consideration, issued individual letters of appointment to each of the MSG members and alternates.

## **9. GYEITI MSG**

The GYEITI MSG must be commended for the high level of demonstrated interest, great enthusiasm and concerned professionalism in executing its role and functions.

Establishing the GYEITI MSG was not as simple as it may seem. The EITI Requirement 1.4 had to be satisfied. The MSG is central to the operation and philosophy of the EITI, and it is reflected in how the GYEITI is governed. GYEITI followed EITI Guidance Note 14. In Guyana the MSG is comprised of twelve (12) representatives from government, companies and civil society. The MSG oversees EITI implementation in Guyana. It is the main decision-making body responsible for setting objectives for GYEITI implementation, producing EITI Reports and ensuring that the findings contribute to public debate.

While the MSG has a mandate to determine the rules and procedures regarding its own work and decision-making, the ***EITI Standard*** contains minimum requirements which are related to the role, rights and responsibilities of the MSG that can help ensure efficient MSG oversight.

On the very day when it was officially launched by the Government of Guyana, 15<sup>th</sup> February, 2017, the GYEITI MSG held its 1<sup>st</sup> Meeting. At that meeting the members received copies of the EITI Standard, EITI Guidance Notes 1, 2, and 13 and the Moore Stephens EITI Scoping Study Report (Draft, 2015). The MSG members at their very first meeting also agreed that the MSG must have regular meetings on the second Wednesday of every month. A draft MSG Terms of reference and draft Confidentiality Agreement were also circulated.

The GYEITI Multi-Stakeholder Group (MSG) formulated and endorsed its Terms of Reference, and signed a Confidentiality Agreement at subsequent MSG

meetings. The MSG held eleven (11) Statutory Meetings in 2017 and continues to hold at least one (1) meeting every month. Minutes of every meeting is prepared and kept as accurate records of the GYEITI.

#### MSG WORK PLAN

Requirement 1.5 of the EITI Standard requires that the MSG maintains a current work plan, fully costed and aligned with the EITI reporting and Validation deadlines established by the EITI Board.

The GYEITI Work Plan forms the foundation for all GYEITI activities in Guyana. It ensures that implementation activities are designed to deliver the desired results of stakeholders. Based on the EITI Standard and discussions about the challenges and priorities for the Guyana extractive sector, the MSG in consultation with key stakeholders developed a work plan that sets out why the EITI is being implemented in Guyana and what issues the EITI process intends to address.

#### **In formulating its 1<sup>st</sup> ever work plan the GYEITI MSG:**

1. Identified National Priorities for the extractive sector by conducting a special symposium
2. Defined objectives for implementation
3. Agreed the activities needed to achieve the objectives
4. Endorsed and published the work plan and
5. Allowed opportunities for monitoring and revision

The MSG formulated a Work Plan for the period August 2017-December 2019 with a total budget of USD \$595,700, of which USD\$323,850 is for period August 2017-December 2018.

The approved GYEITI MSG work plan is publicly available at [www.gyeiti.org](http://www.gyeiti.org)

#### MSG LEADERSHIP

The GYEITI MSG is governed by its approved Terms of Reference. As of December 2017, there were three co-chairs, one from each sector with the Minister being the 'first among equals'. In 2018 Ms. Eulienne Watson replaced Minister Trotman on the MSG. All the MSG co-chairs are now equal and will serve in rotating order as chair of MSG meetings. The co-chairs will regularly communicate with the GYEITI Champion and Minister of Natural Resources.

## MSG WORKING GROUPS

To effectively fulfill its functions, the MSG established the follow working groups:

1. 'Materiality, Data & Information Analysis'
2. 'Legal, Regulatory & Institutional Framework Review' and
3. 'Communications and Outreach'

Each working group is made up of representatives from government, civil society and industry in strict adherence to the EITI Standard.

The Materiality Working Group formulated a Materiality Statement for the EITI Candidature application process. An active data and information gathering process has ensued. Meetings are being held with relevant Government Agencies to create greater awareness and building relationships.

The Legal, Regulatory & Institutional Framework Review Working Group has been engaged in the preparation of the Terms of Reference for the MSG, Confidentiality Agreement for MSG members and alternates, Terms of Reference for the Independent Administrator, an initial draft review of the legal, regulatory and institutional framework of the extractive sector in Guyana, and an initial review of the legal framework for Beneficial Ownership.

Public Outreach Activities were planned and conducted by the Communications and Outreach Working Group with help from The Carter Center in July 2017. The 2017 public outreach activities were conducted in several regions and cities, including Corriverton - Region 6, Linden – Region 10, Bartica – Region 7, Charity – Region 2 and Georgetown – Region 4

Efforts to increase EITI public awareness can be considered good in the given circumstances. In 2018 a series of public outreaches will be conducted.

GYEITI can benefit from forward planning of public outreach activities, increased capacity and resources. Timely preparation and approval of materials and funds are of essence. The work of a more robust 'Communication and Outreach' Working Group can be enhanced with professional advice from more qualified communications specialists and entities. The MSG will consider this in due course.

## 10. GYEITI NATIONAL SECRETARIAT

One of the EITI Requirements for government engagement under 1.1.b of the EITI Standard is the ability to mobilise resources for EITI implementation. One of the ways the Guyana Government satisfies this requirement is by creating a National Secretariat with a full time staff to make sure that due attention is given to the details of implementation and to ensure that the decisions of the MSG are properly carried out.

A GYEITI National Secretariat was established by the Ministry of Natural Resources to assist the MSG. The Terms of Reference of the GYEITI National Secretariat was approved by the MSG in December, 2017

To demonstrate its continued commitment to the Extractive Industries Transparency Initiative (EITI), the Cabinet of Ministers of Guyana issued its approval for the establishment of the GYEITI National Secretariat.

In the absence of any requirement in the EITI Standard, the Ministry of Natural Resources, which is responsible for EITI implementation, and the GYEITI National Secretariat in consultation with the GYEITI MSG, have together decided how best to create, supervise and define the role, functions and responsibilities of the National Secretariat using the EITI Guidance note 25.

Taking into consideration that EITI implementation requires giving attention to day-to-day activities to support the government and the multi-stakeholder group (MSG) in carrying out their functions, Minister of Natural Resources, Guyana EITI Champion, The Honorable Raphael Gregory Conwright Trotman, with support from the Cabinet of Ministers and the Government of Guyana, by way of cabinet decision, like in some other EITI implementing countries, made a conscious decision to establish a GYEITI National Secretariat with a full time staff within the Ministry of Natural Resources. This reinforces the desired public perception that GYEITI National Secretariat has a clear mandate and enjoys full support from the entire Government of The Cooperative Republic of Guyana.

## ROLE & FUNCTIONS OF THE NATIONAL SECRETARIAT

### MAIN OBJECTIVES

- To make sure that due attention is given to the details of EITI implementation
- To Ensure that the decisions of the MSG are properly carried out



## STRUCTURE

- The structure of the GYEITI Secretariat should be comparable to national secretariats in other EITI implementing countries, and be based on needs and specific context.
- The GYEITI National Secretariat shall be staffed by suitably qualified professionals to, at least, perform the functions of:
  - National Coordinator
  - Deputy Coordinator /Legal Officer
  - Data & Information Analyst
  - Communications & Outreach Officer
  - Administrative Secretary

The role and functions of GYEITI National Secretariat is comparable to that of National Secretariats in other EITI implementing countries.

The GYEITI National Secretariat shall provide support to the government and the MSG and make sure that directives are properly implemented.

In general, secretariat functions are categorized into administrative functions and technical or substantive functions as mandated by the MSG.

### **GYEITI National Secretariat performs the following functions:**

#### ADMINISTRATIVE FUNCTIONS

- a. Provide administrative support to the MSG such as preparing the agenda for meetings, organizing forums and outreach activities.
- b. Document EITI activities and make sure that minutes of each meeting are available to all MSG members and to the general public.
- c. Coordinate with stakeholders on routine administrative matters such as attendance in meetings, distribution of documents, providing updates from the International Secretariat and other partners.
- d. Draft the work plan, annual progress report and other EITI documents for the MSG's approval.
- e. Oversee the procurement process for the Independent Administrator and other consultants.
- f. Liaise with external partners on administrative matters (EITI International Secretariat, World Bank).

- g. Maintain custody of documents such as EITI reporting templates, EITI reports, minutes of meetings and ensure their availability to the public in a timely manner.
- h. Coordinate preparations for Validation.
- i. Monitor progress of work plan implementation and actions on recommendations and report progress to the MSG.
- j. Maintain a secretariat work plan to complement the MSG's work plan.
- k. Manage EITI funds and regularly report to the MSG about expenditures.

#### TECHNICAL OR SUBSTANTIVE FUNCTIONS

- a. Provide technical support to the MSG on matters involving data analysis, understanding the EITI Standard, and overseeing the Independent Administrator's work.
- b. Provide information to assist the MSG in formulating policy recommendations
- c. Craft and implement communication strategies such as maintaining the website/social media platforms and managing its content, regularly issuing press releases, creating infographics, engaging with the media, monitoring news items on EITI.
- d. Liaise with the EITI International Secretariat on technical matters such as the EITI Standard, EITI Report analysis, scoping studies, Terms of Reference and relay to the MSG all communications with the EITI International Secretariat
- e. Draft proposals to secure funding from partners.
- f. Maintain data portals. This may require adequately qualified and trained staff.
- g. Give regular briefings to and conduct inter-agency coordination among government officials including legislators on the progress of EITI implementation and opportunities for EITI to contribute to reforms in the country.
- h. Conduct research and draft technical documents for the MSG's approval such as policy briefs, proposed bills.

- j. Engage with other national secretariats for peer learning.
- k. One of the important functions of the GYEITI National Secretariat is to explain and discuss the findings of the EITI Report to a wide range of audiences, including high-level government officials, communities, companies, students, donors and the media. All of these will require different approaches and core messages.
- l. The GYEITI National Secretariat must develop a good communications strategy.
- m. The GYEITI National Secretariat is advised to engage a suitably qualified full time communications officer who can communicate on extractive industry matters effectively and comprehensibly.
- n. The GYEITI National Secretariat should set up mechanisms such as mailing lists which include the names of relevant stakeholders so that everyone is given the same information at the same time.

## STAFFING

Factors such as practicability, government procedures, resources and expediency all affect the manner of appointing the staff of the National Secretariat. Staff appointment will be done by the government alone as the Secretariat is placed within the Ministry of Natural Resources with rules and prescriptions on the number, qualifications, and positions available.

**The Ministry may choose to consult with the MSG, but the Ministry's selection processes shall prevail.**

## NATIONAL SECRETARIAT - BEST PRACTICES IN EITI COUNTRIES

The practice based on staffing patterns in EITI countries is that aside from the National Coordinator, the following positions are usually present:

1. Communications Officer
2. Finance Officer
3. Technical Officer (Data & Information Analysis)
4. IT Consultant and
5. Administrative Personnel

A logical continuation of the announcement of the creation of the GYEITI Secretariat is evidenced by the hiring of a national coordinator and a deputy coordinator for whom furnished office space and resources, including office equipment and other office necessities have been allocated by the Ministry of Natural Resources.

While the size of the staff of the National Secretariat will depend on the on the needs and how the MSG defines its functions, the Ministry of Natural Resources intends to hire additional staff as the workload increases.

A periodic review of the capacity of the National Secretariat is recommended as the scope of EITI implementation evolves.

#### BUDGET AND FUNDING FOR THE NATIONAL SECRETARIAT

GYEITI National Secretariat is located within the Ministry of Natural Resources and the Government of Guyana provides funding for personnel and operational support. This practice does not exclude opportunities for some staff to be fully or partially funded by EITI external partners.

The Government of Guyana also absorbs some Secretariat costs by including these in the regular ***budget of the Ministry of Natural Resources under Program 261 – ‘Policy Development and Administration’***. This practice ensures the sustainability of the National Secretariat and minimizes the challenges often seen in countries where externally-funded staff receive higher salaries than other government staff. Externally funded staff tends to lead to high turnover or unpredictability as contracts are typically only on short term basis.

#### GYEITI SECRETARIAT AND MSG – A WORKING RELATIONSHIP

- The GYEITI National Secretariat must refrain from performing the role of the MSG
- The GYEITI National Secretariat maintains a working relationship with the MSG
- The MSG and National Secretariat should regularly discuss issues to make sure that the EITI process in Guyana is running smoothly

## ACCOUNTABILITY AND BALANCING OF INTERESTS

To avoid confusion, ***the lines of accountability are to be written down.***

It is important that the MSG and the National Secretariat establish clear lines of accountability from the start. This ensures that all stakeholders feel that they are adequately represented by the National Secretariat, and that no one is given undue preference or advantage in decision-making processes and that messages are not biased in favor of a particular group.

- The **MSG must state explicitly what roles are delegated to the National Secretariat.**
- In matters not mentioned in the EITI Standard, the MSG should specify clearly, **in a written document, what decisions are delegated to the National Secretariat and what requires prior MSG approval.**

## BUILDING CAPACITY

- The GYEITI National Secretariat has been building technical capacity especially on report analysis, report preparation, data and information gathering and research. The MSG initial work plan outlines a number of areas in which capacity building will be pursued.
- The GYEITI Secretariat and MSG participated in a number of special EITI training programs, and capacity building events, including:
  - 1) A National Symposium at the Arthur Convention Centre, Georgetown, Guyana on 29<sup>th</sup> June, 2016, was held with technical assistance from a World Bank Mission, including EITI Consultants.
  - 2) A Symposium to Determine National Priorities, Boardroom of Guyana Forestry Commission, Kingstown, Georgetown on 19<sup>th</sup> May, 2017.
  - 3) A Seminar was conducted by World Bank Mission and EITI Consultants, during the period 26-30<sup>th</sup> June, 2017 at several locations including, Ministry of Natural Resources Boardroom, Herdmanston Lodge and Cara Lodge, Georgetown, Guyana.
  - 4) The GYEITI National Coordinator participated in an EITI International Workshop in Suriname on 5-7 July, 2017
  - 5) GYEITI Deputy Coordinator and MSG members attended a World Bank funded workshop on 'Impactful Implementation of EITI' held in the Dominican Republic on 28-30 November, 2017
  - 6) The GYEITI National Coordinator and MSG Civil Society Co-Chair attended 38<sup>th</sup> EITI International Board Meeting, 25-27 October, 2017 at which Guyana's EITI candidature application was declared 'accepted'.
  - 7) GYEITI National Secretariat and MSG participated in a number of Webinars conducted by EITI International Secretariat during 2017

- The EITI.ORG website information has been used for capacity building by the GYEITI National Secretariat and MSG to better understand issues such as **beneficial ownership, revenue collection, revenue allocation, commodity trading, contract transparency, etc.**
- GYEITI National Secretariat and MSG regularly visit relevant websites and publications of EITI partners such as **Global Witness, International Council on Mining and Metals, Natural Resource Governance Institute, Publish what you pay, the World Bank and others** are also sources of information on issues about the extractive sector.
- TTEITI and GYEITI agreed on a Peer-to-Peer Partnership to build capacity and share experiences.

#### CODE OF CONDUCT

The EITI ***Code of Conduct*** is being adhered to by GYEITI National Secretariat and MSG.

It states that National Secretariats (among other EITI Office holders) are responsible for making EITI Office Holders familiar with this Code of Conduct and for providing advice and, if required, training on the interpretation and implementation thereof.

There are provisions in the Code that EITI Office Holders, and National Secretariats should observe. These include, but not limited to:

- avoidance of conflicts of interest
- abuse of position and
- acceptance of gifts

In addition, the Code of Conduct states that EITI Office Holders shall discharge their duties to the EITI in compliance with applicable national laws and regulations and with the EITI Rules, interests and objectives. This could be particularly relevant in the selection and appointment of staff and in procurement processes.

## GUIDANCE ON COMPETENCY OF NATIONAL SECRETARIAT

Finding the right people to work in the National Secretariat depends on the role that the MSG wants it to fulfil. Some Secretariats are confined to **administrative roles**, while others take on a **technical** or **advisory role**.

Nevertheless, organizing the secretariat would require at the minimum individuals with the following skills:

**i. Good administrative and financial skills** which are important in conceptualizing and organizing events, preparing budgets, drafting proposals for donors, financial reports and progress reports, and overseeing procurement processes

**ii. Effective communication skills** which are needed for outreach activities, stakeholder engagements, briefings, drafting correspondences and various documents, writing blogs, creating infographics and overseeing social media platforms and website content

**iii. Technical skills** necessary to prepare terms of reference for various types of engagements, analyze data and explain the possible uses of information in the EITI report, understand and explain EITI requirements and thematic issues, and present the findings of the report to various stakeholders

Financial independence of GYEITI National Secretariat has been and continues to be a concern of the MSG. The Ministry of Natural Resources has been providing full administrative and financial support to GYEITI on a ‘per needs’ basis. This unwavering support is commendable and is seen as a welcoming initial step. A wider range of funding sources would certainly benefit GYEITI in the execution of its work plan activities, especially public outreaches, mass communication and promotion, capacity building and preparation for embracing the concept of mainstreaming EITI Reports.

## 11. SUMMARY - MAIN ACHIEVEMENTS

- Issuance of Cabinet Decision to continue the EITI process in Guyana.
- Cabinet decision to establish MSG
- Cabinet’s appointment of Guyana EITI Champion
- Official Launch of MSG
- Establishment of GYEITI National Secretariat
- Hiring a National Coordinator and Deputy Coordinator



- Preparation and adoption of Terms of Reference for MSG
- Preparation, adoption and signing of Confidentiality Agreement by each MSG member and alternate
- Conducted special EITI Capacity Building seminar with assistance from TTEITI
- Successfully organized and conducted Capacity Building workshops with assistance with World Bank EITI consultants
- Successfully organized and conducted Capacity Building Conference to determine national priorities, and adopted same for inclusion in MSG Work Plan
- Prepared and approved 1<sup>st</sup> MSG Work Plan
- Conducted a number of EITI public awareness events in various regions.
- Successfully completed all the EITI sign-up steps
- Prepared and submitted Guyana's EITI Candidature Application on 18<sup>th</sup> August, 2017
- Acceptance of Guyana's EITI Candidature application by the EITI International Board at its 38<sup>th</sup> EITI International Conference on 25<sup>th</sup> October, 2017 in Manila, Philippines
- Participate in EITI International Capacity Building Workshop in Dominican Republic on 'Impactful EITI Implementation'
- GYEITI Created and approved a Logo
- Create, publish and maintain an independent website [www.gyeiti.org](http://www.gyeiti.org)
- Convening regular monthly meetings of MSG
- Establish a Social Media 'Whatsapp' Group for MSG Members and Alternates
- Preparation and submission of Budget for period up to 2018 to Ministry of Natural Resources.
- Preparation and approval of Terms of Reference for Independent Administrator to prepare Guyana's 1<sup>st</sup> EITI Report by 25<sup>th</sup> April, 2019
- Preparation and approval of Terms of Reference for the GYEITI National Secretariat
- Completed draft of initial Legal, Regulatory and Institutional Framework review

## 12. KEY MILESTONES & PROJECTIONS

- May 2010 - Government of Guyana made first announcement of intent to become an EITI country.
- May 2012 - Government of Guyana and EITI International Secretariat signed a Memorandum of Understanding
- September 2014 - Government of Guyana commissioned a scoping study on the feasibility of EITI implementation in Guyana
- October 2015 - A Draft Scoping Report prepared by International Consulting Firm
- November 2015 - New Government of Guyana issued Cabinet Decision to establish a Multi-stakeholder Group
- December 2015 - Announcement of Public Process to establish an MSG
- February 2016 - Government of Guyana Reiterated commitment to EITI
- March 2016 - World Bank support sought to establish GYEITI National Secretariat
- June 2016 – Guyana National Symposium on EITI Implementation and to understand MSG Work Plan preparation
- 2016 – Cabinet identify Ministry of Natural Resources to lead the EITI process in Guyana
- 2016 - Cabinet identified GYEITI Champion in Minister Trotman
- 2016 - Parliamentarians held EITI sensitization seminar
- 1<sup>st</sup> February 2017 – National Coordinator and Deputy Coordinator hired, National Secretariat established
- 15<sup>th</sup> February, 2017 - GYEITI MSG Officially Launched
- May 2017 - MSG Terms of Reference adopted
- May 2017 - MSG conducted Symposium to identify national priorities for inclusion in Work Plan
- May 2017 - Seminar held to build capacity on Work Plan preparation
- June 2017 - Confidentiality agreement signed by MSG
- June 2017 - MSG Materiality Working Group established
- June 2017 - MSG Communications and Outreach Working Group formed
- June 2017 - Materiality Statement approved by MSG
- July 2017 - Public Outreaches held in Linden, Corriverton, Bartica, Charity and Georgetown with support from The Carter Center & Government of Guyana
- July 2017 - MSG approved fully costed Work Plan, August 2017 – December 2019
- August 2017 - EITI Candidature Application submitted

- September 2017 - Website [www.gyeiti.org](http://www.gyeiti.org) was created, designed and is regularly maintained
  - October 2017 - Guyana became EITI Candidate Country
  - November 2017 - MSG & National Secretariat participated in capacity building in the Dominican Republic
  - December 2017 - National Secretariat and MSG commenced preparation of TOR for Independent Administrator
  - February 2017 – June 2018 – MSG held 17 Statutory meetings
  - March 2018 – MSG Approved final version of TOR for Independent Administrator
  - March 2018 – Request for Proposals advertised publicly, internationally, online and in national newspapers
  - April 2018 – National Procurement & Tender Administration Board opened bids for Independent Administrator, completed evaluation of technical and financial proposals
  - December 2017 – June 2018 - GYEITI initiated meetings with relevant Government Agencies and embarked on a comprehensive awareness campaign while gathering data and information.
  - May 2018 – Highest Ranked Bidder identified for Independent Administrator Contract
  - June 2018 – Commencement of Contract negotiations with Highest Ranked Bidder for Independent Administrator Services
  - June 2018 – Inaugural Annual Progress Report completed, approved by MSG and submitted to EITI International Secretariat
  - June 2018 – Public Outreach held in mining town of Bartica, Region 7
  - July 2018 – Signing of Contract and commencement of work by Independent Administrator
  - July 2018 – Scheduled EITI International Secretariat 2-day workshop
  - July-December 2018 – More Planned Public Outreaches
  - July-December 2018 – Planned Youth Engagement activities
  - August 2018 – Data collection, templates & submission of scoping report
  - September 2018 – Submission of Inception Report by Independent Administrator
  - November 2018 – Initial draft EITI Reconciliation Report
  - December 2018 – Submission of comments on draft Reconciliation Report
  - January 2019 – Final draft EITI Reconciliation Report
  - March 2019 – MSG review and approval of EITI Report
  - April 2019 – Submission of Guyana’s 1<sup>st</sup> EITI Report
-

**WORLD BANK SPONSORED GYEITI CAPACITY BUILDING,  
HERDMANSTON LODGE, JUNE 2017**

**Anna Maria Rodriguez Contreras,  
EITI World Bank Consultant**

**Susana Moreira, EITI World  
Bank Oil & Gas Specialist**



**World Bank Consultants providing capacity building to GYEITI MSG**





GYEITI MSG Members and officials at capacity building workshop



GYEITI MSG SPECIAL CAPACITY BUILDING SYMPOSIUM, WITH ASSISTANCE FROM TTEITI, MAY 2017, PEGASUS, GEORGETOWN



GYEITI PUBLIC OUTREACH, CORRIVERTON, BERBICE, REGION 6, JULY 2017



MEETING WITH MAYOR OF BARTICA MR. GIFFORD MARSHALL DURING GYEITI PUBLIC OUTREACH, BARTICA, JULY 2017

**GYEITI**

GUYANA  
Extractive  
Industries  
Transparency  
Initiative

**GUYANA is now implementing  
the EITI – A Global Standard for  
Good Governance of Oil, Gas and  
Mineral Resources**