

**MULTI STAKEHOLDER GROUP 57th STATUTORY MEETING
 MINUTES OF MEETING HELD
 ON WEDNESDAY NOVEMBER 9th AT 10:00 AM
 VIA ZOOM**

ATTENDANCE: MSG and SECRETARIAT STAFF

	Name & Sector	Gender	Members Present	Members Absent	Alternate	Gender	Present	Absent
INDUSTRY								
1	J Bronchalo	M		w/e	A Gohil	M	x	
2	R Ramjit	M	x		J Vogt	M	x	
3	A Alphonso	M		w/e	A Jagnandan	M		w/e
4	R Khan	M	x		N McLean	M		w-out/e
CIVIL SOCIETY								
5	M. McCormack	M	x					
6	I. Fiedtkou	F		w/e				
7	V Radzik	F	x		K Cort-Kansinally	F	w/e	

8	G Camacho	F	x		D Khan	F		Resigned. To be replaced
GOVERNMENT								
9	S Roopnauth	F		w-out/e	T Balgobin	M		w-out/e
10	H Khan	F	x		S Richmond	M		w-out/e
11	V Harris	F	x		S Hussain	M		w-out/e
12	M Munroe	M	x		M Pertab	M		w-out/e

Secretariat Staff								
1	J Earle	M	x					
2	A. Barton	F	x					

AGENDA (Draft)

1. **Call to Order and Welcome**
2. **Excuses / Attendance Record**
3. **Adoption of Agenda**
4. **Minutes of 55th MSG Statutory Meeting held 14.09.2022 and 56th MSG Statutory Meeting held on 12.10.2022**
 - a) Corrections / Omissions / Adoption
5. **Decisions of 55th and 56th Statutory Meeting – Status of Implementation**
6. **Report From MSG Committees:**
 - a) MSG Co-Chairs
 - b) Communications & Outreach
 - c) Work Plan, MSG TOR and Validation
 - d) MSG-IA Committee
7. **For approval –**
 - a) Letter to the International Secretariat seeking an extension of the deadline for the submission of Guyana's Fourth Report from December 31, 2022 to May 31, 2023.
 - b) That the National Coordinator immediately seek the available technical assistance from EITI (Esteban Manteca emanteca@eiti.org +4790012677) for the review and oversight of the revision of the IA TOR as soon as possible. And thereafter submit to the IA committee for review and recommendation to the MSG.
 - c) To proceed with the sole sourcing of the Independent Administrator for the completion of the 4th report on the condition that the TOR is reviewed amended and approved by the MSG.
 - d) The Co-Chairs have interviewed two public service officers, Mrs Jagarnauth and Mr Ramgobin for the posts of Senior Administrator and Data and Information Analyst, respectively. who have been made available to work in the National secretariat. The Co-Chairs recommend that these persons be offered the positions on an interim basis.
8. **Any Other Business**
 - a. **Status of National Coordinator**
9. **Announcement of Next MSG Meeting – 14th December, 2022**
Close

AGENDA ITEM 1: MEETING CALLED TO ORDER

The meeting which was held via Zoom was called to order at 10:10 am by Chair Mr Ryan Ramjit (Government) who welcomed everyone and thanked them for attending.

AGENDA ITEM No 2 – Excuses/Attendance Record

- Excuses tendered for Mr. Andron Alphonso, Mr. Avalon Jagnandan and Mr. Jesus Bronchalo and.

AGENDA ITEM NO 3 – Adoption of Agenda

Following a number of amendments, The Agenda was adopted by Gomin Comacho and seconded by Michael Munroe.

AGENDA ITEM NO 4 - Minutes of 55th MSG Statutory Meeting held 14.09.2022 and 56th MSG Statutory Meeting held on 12.10.2022

Minutes adopted by Vanda Radzik and seconded by Michael Munroe.

AGENDA ITEM NO 5 - Decisions of 55th and 56th Statutory Meeting – Status of Implementation

For the 56th meeting, the two decisions are being actioned in the 57th meeting. For the 55th meeting, the Legal and Regulatory Review Committee has not met. The Chair will endeavour to convene a meeting of this committee. On the decision regarding sole-sourcing the MSG received advice that the process should follow the laws of the country.

Regarding the correspondences requested of the National Coordinator, the MSG said while some was received, these were not deemed adequate. Decision No 7 was removed from the 55th Minutes.

AGENDA ITEM NO 6 – Report from MSG Committees:

MSG IA Committee Report:

The committee met several times in the past two months addressing the IA TOR and the sole-sourcing issues. The suggestion to seek external advice came out of the IA Committee meeting. One of the outputs of those discussions was a workshop facilitated by Mr. Sherwin Long of TTEITI who discussed how it was Trinidad and Tobago dealt with its IA and TOR. The Committee reported that Long highlighted the need to include validation in the TOR and engage the IA to do more such as preparing the work plan and review the progress of the validation recommendation implementation.

The meeting was told that there can be a two-month period for the execution of a sole-source procurement process. The meeting heard that due to the non-conforming to the EITI Standard in the procurement of the IA, Guyana runs the risk of suspension from the initiative. It is important that all of the occurrences be documented and minuted as well as the plans for corrective measures to be taken,

Members made a number of observations to the draft letter which are being considered for incorporation into the final draft which will be sent to each sector for comments before final approval. It was noted that the letter requesting the extension for the submission of the 2020 report needs to be sent off way ahead of the original deadline of December 31, 2022.

MSG Co-Chairs

The Co-Chairs had several Meetings over the past weeks and together with the IA Committee has progressed in many actions recommended to address critical issues surrounding the IA and staffing at the Secretariat. The IA Committee covered the finalisation

of the letter to the EITI. The matter of sole-sourcing of the IA was discussed. The committee interviewed Ms Rajdai Jagarnauth and Mr Renwick Ramgobin, the public service staff assigned to the Secretariat. The meeting noted the recommendation by Mr Long of a regional EITI expert with whom the MSG could liaise with regard to capacity building on the matter of the IA TOR

Validation/TOR/Work Plan Committee

The Co-Chairs are still trying to make contact with the Chair of the Committee to continue the work started on the MSG TOR. The MSG continues to operate with the current TOR. The Co-Chairs have had several discussions with the PS with a view to resolving this issue.

Communications Committee

This committee did not meet over the past month. However, the combined comments on the Communications Strategy was circulated since the 56th MSG meeting for comments and review. The Secretariat has received no feedback and will follow up with members of the MSG on this matter.

AGENDA ITEM NO. 7 – Discussion on Status of the National Coordinator

The meeting noted the prolonged absence of the National Coordinator since September and also his role in the process that has led to the situation regarding the IA TOR and the signing of an IA contract without the approval of the MSG. The meeting also took note of the possible repercussions of these developments.

It was stated that it is within the scope of the National Coordinator's duties to prepare the TOR for the IA. The meeting noted that the TOR that the National Coordinator prepared was substandard.

In light of the circumstances, Civic recommended that the tenure of the National Coordinator be brought to an end. However, the meeting concluded that the National Coordinator should first be afforded an opportunity to be heard before any other action is considered.

It was noted that the evaluation of the National Coordinator's performance must be considered over his entire tenure and not just the past few months.

AGENDA ITEM NO. 11 – Any Other Business

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Johann Earle (Mr.)
Communications Officer
GYEITI National Secretariat


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Ryan Ramjit
Chair (Industry)

DECISIONS AGREED AT 57th STATUTORY MEETING OF MSG HELD ON WEDNESDAY NOVEMBER 9th 2022.

1. To proceed with the sole sourcing of the Independent Administrator for the completion of the 4th report on the condition that the TOR is reviewed amended and approved by the MSG.
2. That the letter to the International Secretariat will be circulated to the entire MSG.
3. That the Co-Chairs will seek an audience with the National Coordinator to hear directly from him the status of his employment tenure with the MNR. Further recommendations by the MSG will be contingent on what comes out of this meeting with the NC.
4. That the previous Minutes and all minutes going forward be amended to reflect the guidance of the MSG TOR that states that upon the resignation of a member the alternate shall function as member until such time that the process is activated for the replacement of said member. As such, the Minutes should reflect Mike McCormack and Loretta Fiedtkou.
5. The Co-Chairs have interviewed two public service officers, Mrs. Jagarnauth and Mr Ramgobin for the posts of Senior Administrator and Data and Information Analyst, respectively. who have been have made available to work in the National secretariat. The Co-Chairs recommend that these persons be offered the positions on an interim basis.
6. That the National Secretariat immediately seek the available technical assistance from EITI (Esteban Manteca emanteca@eiti.org +4790012677) for the review and oversight of the revision of the IA TOR as soon as possible. And thereafter submit to the IA committee for review and recommendation to the MSG.