|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Name & Sector** | **Gender** | **Members**  Present | **Members Absent** | **Alternate** | **Gender** | **Present** | **Absent** |
| **INDUSTRY** | | | | | | | | |
| **1** | **J Bronchalo** | **M** |  | **w/e** | **A Gohil** | **M** |  | w/e |
| **2** | **R Ramjit** | **M** | x |  | **J Vogt** | **M** | **x** |  |
| **3** | **A Alphonso** | **M** |  | **w/e** | **A Jagnandan** | **M** | X |  |
| **4** | **R Khan** | **M** | **x** |  | **N McLean** | **M** |  | **w-out/e** |
| **CIVIL SOCIETY** | | | | | | | | |
| **5** | **M. McCormack** | **M** | x |  |  |  |  |  |
| **6** | **l. Fiedtkou** | **F** | x |  |  |  |  |  |
| **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/e** | **T Balgobin** | **M** |  | **w-out/e** |
| **10** | **H Khan** | **F** | **x** |  | **S Richmond** | **M** |  |  |
| **11** | **V Harris** | **F** | x |  | **S Hussain** | **M** | x |  |
| **12** | **M Munroe** | **M** |  | w/e | **M Pertab** | **M** |  | **w-out/e** |

**MINUTES OF THE 59th STATUTORY MEETING**

**HELD** **ON WEDNESDAY JANUARY 11th 2023 AT 10:00 AM,**

**GYEITI SECRETARIAT, MAIN STREET, GEORGETOWN.**

**Chaired by: Ms Vada Radzik.**

**Approved Minutes adopted at the 60th Meeting of the MSG held on February 8, 2023**

**ATTENDANCE**

**MULTI STAKEHOLDERS GROUP**

SECRETARIAT:

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | **SEX** | **PRESENT** | **ABSENT** |
| **P Misir** | **M** | **x** |  |
| **R Jagarnauth** | **F** | **x** |  |
| **J. Earl** | **M** | **x** |  |
| **R. Ramgobin** | **M** | **x** |  |
| **R. Budhu** | **M** | **x** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SPECIAL INVITEES** | | | |
| **NAME** | **SEX** | **PRESENT** | **ABSENT** |
| Honorable Vickram Bharrat (Minister of Natural Resources) | **M** | **x** |  |
| Mr. Joslyn McKenzie (Permanent Secretary-MNR) | **M** | **x** |  |

**AGENDA ITEM 1: MEETING CALLED TO ORDER**

The Meeting was called to order at 10:10 am by Chair -Ms. Vanda Radzik (Civil Society) who welcomed everyone and thanked them for attending. Special mention and welcome were made of the Secretariat new staff.

**AGENDA ITEM No 2 – Excuses/Attendance Record**

Excuses tendered for:

1. Mr. Andron Alphonso, (Industry)
2. Mr. Anand Gohil, (Industry)
3. Mr. Jesus Bronchalo, (Industry)

**AGENDA ITEM NO 3 – Adoption of Agenda**

The Chair indicated that the Hon Minister will join the Meeting at 11:00 hrs. The agenda was adopted by Mr. Ryan Ramjit and seconded by Ms. Hema Khan.

**AGENDA ITEM NO 4 - Minutes of 58th MSG Statutory Meeting held 14.12.2022**

The Minutes were adopted by Ms. Loretta Fiedtkou and seconded by Mr. Joachim Vogt.

**AGENDA ITEM NO 5 - Decisions of the 58th Statutory Meeting – Status of Implementation.**

1. Letter requesting at extension to the deadline of the fourth report has been dispatched to the International Secretariat and a response is being awaited.
2. The sole-sourcing process for the IA is being proceeded with the guidance of the PS.
3. The Draft Statement on the work of EITI for 2022 has not been dispatched upon guidance of the MNR.

**The Chair stated that anything to do with the IA must be channeled through the IA Committee. She took exception to the direction given to the Secretariat by the MNR. The Chair reiterated that it is only the MSG that can approve or amend any decision. The Chair noted that there needs to be better flow of communication among the Secretariat, the MNR and the MSG.**

**AGENDA ITEM NO 6 -General updates.**

* The 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 was dispatched in December 2022 by the Permanent Secretary. A response is being awaited.
* The TOR for the Independent Administrator for the completion of the 4th Report is being reviewed by the Secretariat. It will be sent to the MSG for their consideration and approval.
* Staffing at the Secretariat: Ms. Rajdai Jagarnauth and Mr. Renrick Ramgobin have assumed duties at the Secretariat.
* Communication to Stakeholders -A Draft Statement on Status of GYEITI was prepared and circulated for inputs. An updated Statement is to be prepared and resubmitted.

**AGENDA ITEM NO 7 -Report from MSG Committees:**

1. **Co-Chairs Committee**

The Co-Chairs Committee met a number of times in the weeks since the last MSG meeting and last met on Friday January 6, 2023. The issues discussed include: -

* 1. The letter to the International Secretariat and the Minister’s discussion with Dr. Mark Robinson on the matter of the extension for the Guyana 4th Report. The Co-Chairs have not seen a copy of the letter dispatched to the International Secretariat.
  2. The sole-sourcing of the IA and the status of the TOR. The International Secretariat is expected to give support to the National Secretariat for the review of the IA TOR. The Ministry of Natural Resources also reached out to Mr. Sherwyn Long of TTEITI for support on the IA TOR.
  3. The establishment of a Beneficial Ownership register. The MNR indicated that it will be lending support for the establishment of the Beneficial Ownership register. The TOR for a Consultancy will be revised and submitted to the MSG for its approval.
  4. The MNR will be supporting the Secretariat with data management and storage for which Mr. Ramgobin will play a significant role.
  5. Staffing at the Secretariat: **National Coordinator**
     1. The Committee discussed the report by the PS that the National Coordinator who had been away from office since September 2022 had returned from medical leave. It was noted by the Committee that decisions of the MSG cannot be modified unless by the MSG itself. The Committee reiterated that it has received no official communication on a number of issues including that of the absenteeism of the National Coordinator. It is the position of the Committee that the matter of the National Coordinator is one that has been concluded when the Committee was told that the position had been vacated and they subsequently approved Mrs. Jagarnauth as the interim acting National Coordinator.
     2. Co-Chair -Mr. Munroe advised the Committee that the process which was agreed upon by the MSG should come to its natural conclusion before any pronouncements regarding the NC are made. He noted that the government is of the view that any action regarding the National Coordinator must be predicated on the officer being given an opportunity to be heard.
     3. Civic noted that there has been no official notice of the return of the NC up to the time of the current meeting. The matter of the National coordinator needs to be re-tabled for a full discussion of the MSG.

1. **IA Committee:**

No report was tabled from the IA Committee. It was recommended that the Committee meet with Ms. Jagarnauth.

1. **Validation/TOR/Work Plan Committee**

A recommendation was made for Ms. Sonya Roopnauth to relinquish her position as Chair due to her demanding schedule at the Ministry of Finance.

Ms. Vanda Harris was nominated to be the Chair of the committee as the concern was raised about the substantive Chair’s prolonged absence and the need for the work of the Committee to continue.

The Secretariat advised the MSG that the Chair of this Committee indicated that a meeting is proposed for January 25, 2023. In light of this information this matter will be relooked at.

1. **Communications Committee**

This Committee did not meet during the period from the last MSG meeting. The Chair of the Committee lamented at the pace of implementation of communications and outreach activities. He noted that much time is spent on structural matters rather than delivery of output.

1. **The Legal and Regulatory Review Committee**

This Committee has not met. Mr. Sean Richmond volunteered to serve on this Committee.

***NOTE: At this point the discussions were suspended to allow for the Honorable Minister and his Team intervention.***

**AGENDA ITEM N0. 9 – ADDRESS BY THE EITI CHAMPION, HON. MINISTER OF NATURAL RESOURCES VICKRAM BHARRAT, MP.**

In addressing the MSG, prior to the hon. minister, Permanent Secretary of the MNR Mr. Joslyn McKenzie assured that for the government, the EITI was not only about the production of a yearly report but also an opportunity for the reporting entities to engage in some degree of introspection which can trigger improved systems of managing data. He assured of the Ministry’s support to the Secretariat in the implementation of the EITI deliverables.

He also pointed out that: -

* + 1. The Secretariat work assiduously with the reporting entities to address the deficiencies and that focal points within each of the entities are established to ensure the smooth submission of data in a format that is accessible.
    2. The **Meetings** between the Co-Chairs and himself were **productive.**
    3. There have been some **improvements** made to the **office space** of the **Secretariat**.
    4. A **vehicle and driver** have been made available on a **full-time** basis to support the work of the **Secretariat**.

The Minister in his statement indicated that: -

1. The Permanent Secretary will lend support to EITI to be an interface and not to usurp the authority of the MSG. He expressed the hope that this year would be the year that the MSG and Secretariat work through the issues that have arisen in the implementation of EITI in Guyana.
2. The MSG and Secretariat to move past the issues that have been identified as problematic and to work together to find workable solutions to these issues. He stressed the need for a common ground and a common approach and for all to work in a consensual manner.
3. Guyana’s request to the International Secretariat for an extension of time for the FY 2020 Report was favorably received. The MSG submission (draft letter) was the basis for the International Secretariat’s advice of the need for a one page document which would suffice for the submission to the EITI Board for its February Meeting.
4. There is support for the further strengthening of the Secretariat and a legal Officer will be on board in 2023.
5. The MSG attendance of meetings, based on his observation for some time and that the attendance is below par. He called for improved attendance and that the MSG to see itself as one team. Physical meetings (face to face) Meetings was encouraged as this would support team building and networking.
6. Communication at all levels was underscored and it was emphasized that notwithstanding the occasional misalignments of points of view, there was generally consensus among the sectors on matters raised.

**Issues raised by the MSG**

1. In response to a question raised as to whether there is consideration for the Guyana EITI to be treated in similar fashion as a constitutional agency / subvention agency, Minister indicated that on the question of the Independence that there needs to be some level of oversight and while the Minister has a hands-off approach, there are clear roles, responsibilities and jurisdiction for the MSG and the Secretariat. Legislating is long term and urged that pending matters and other short-term issues should be addressed first.
2. The Chair reasserted the authority of the MSG and referenced that the letter should have been seen and approved by the MSG before it was sent to the International Secretariat. An undertaking was given for a copy of the letter be sent to the MSG.

***The Chair thanked the Hon Minister and the Permanent Secretary for their participation and the charge to the MSG.***

***Minister and Team departed and the Meeting continued with the Agenda.***

**Agenda No. 8. Report by the Secretariat.**

TheChair requested for same to be submitted.

**Agenda No. 9. “Champion” of GYEITI - Minister of MNR: Briefing & Charge (was brought forward on Agenda at NO. 7)**

**Agenda No.10. Any Other Business**

1. The Chair announced that Mr. Johann Earle was invited by the Guyana Press Association (GPA) to participate in a journalist training seminar to make a presentation on the challenges of EITI implementation in Guyana. This seminar will be held online on February 25, 2023.

The importance of Mr. Earl’s participation was highlighted and full support was received.

1. The Chair invited participation from Members to the Consultation for Review of EITI Standard to be held on Thursday, January 12th from 8:30 hrs. to 10:00hrs via zoom.

The Chair announced that the next Meeting will be held on February 8th 2023.

**DECISIONS OF THE 59th STATUTORY MEETING OF MSG HELD ON WEDNESDAY JANUARY 11th, 2023.**

1. Draft revised IA TOR to be sent to IA Committee for their review and recommendation.
2. Prepared statement on GYEITI update to be sent to the Communications Committee for review.
3. The issue regarding the National Coordinator is to be discussed as a substantive agenda item.
4. The IA Committee to meet with Ms. Rajdai Jagarnauth and Mr. Renrick Ramgobin on matters of the IA reporting process.
5. The letter to the International Secretariat seeking an extension to the deadline for the submission of the FY2020 report is to be approved by the MSG for the Minister to be the signatory.
6. Secretariat to circulate the letter for the request for extension for FY 2020 report , sent to the International Secretariat to the MSG.
7. Mr. Johann Earl approval to participate at the Journalist Training Seminar on February 25,2023, online.

**Prepared by:                                                        Signed:**

**Johann Earle (Mr.)                                                                     Vanda Radzik (Ms.)**

**Communications Officer                                                            Chairperson (CS)**

**GYEITI National Secretariat**