**62ND MEETING OF THE MULTI -STAKEHOLDER’S GROUP**

**MINUTES OF MEETING HELD ON APRIL 12, 2023 AT 10:00 HRS**

 **VIRTUAL VIA ZOOM**

**Chaired by: Vanda Radzik (CS**

**Approved Minutes adopted at the 63rd Meeting of the MSG held on**

**May 10, 2023**

1. **Call to Order and Welcome**

The Chair welcomed members and called the Meeting to order at 10:05 hrs.

1. A quorum was established.
2. The List of Members in attendance is attached.
3. **Announcements.**

Mr. J. Vogt will be late in joining the Meeting.

1. **Adoption of AGENDA**.

The Agenda was adopted after the undermentioned amendments were made.

It was proposed for adoption by Mr. Rafeek Khan (Industry) and seconded by Mr. Mike Mc Cormack (Civil Society)

1. *Item No. 5.* *Report on Progress of the FY 2020 Report to be taken* *under Item No. 6: Reports from MSG Committees (ii) IA Committee.*
2. *Item No. 9: For Approval- Communication and Outreach workplan and priority projects will be taken under Item No Item No. 6: Reports from MSG Committees: (iv) Communication and Outreach Committee.*

*© Items to be included in the Co-Chairs report:*

1. *An update will be provided on National Coordinator Appraisal*
2. *Update on Senegal Conference: Civil Society Invitation to attend.*
3. **MINUTES OF THE 61ST MSG – consideration and Adoption**.

The Minutes of the 61st Meeting was considered and proposed for adoption by Ms. Vanda Radzik. It was seconded by Mr. Rafeek Khan.

The Minutes of the Special Meeting of the MSG is to be sent to the members that were in attendance for their comments by Friday April 14th, and thereafter to the entire MSG for approval.

1. **Decisions of the 61st MSG-status of implementation**.

The MSG received official communication from the EITI International Board on the suspension of Guyana’s EITI status and the date by which the 2020 Report is required to be submitted was ascertained as June 30, 2023.

Other matters regarding the FY 2020 report was taken under the IA Committee Report on this matter.

1. **Reports from MSG Committees**

**Co- Chairs Meeting**

1. **Update on Evaluation/Appraisal of the National Coordinator**

The meeting was apprised of the developments regarding the Evaluation of the National Coordinator. The National Coordinator is required to self -appraise himself using the same forms as that used by the C0-Chairs with their constituencies. This has to be completed as soon as possible.

The Co-Chairs will thereafter conduct an interview with the National Coordinator. This will be done in the context of the MSG being the Supervising Authority of the National Coordinator.

Civic MSG made a call for the Contract of the National Coordinator to be made available for reference for the process.

Once the Interview is completed the results of the appraisal of all sectors and that of the NC will be deliberated by Co-Chairs and reported to the MSG for decision.

1. **The EITI International Conference in Senegal: June 12-14, 2023.**

The Chair informed the Meeting that the EITI International Secretariat and the Permanent Secretary of the Ministry of Natural Resources extended an invitation for Civil Society’s participation at the EITI International Conference scheduled for June 12-14, 2033 in Senegal. Civil Society accepted the invitation; two members namely Ms. Vanda Radzik and Ms. Benita Davis were identified and the information was transmitted to the EITI International Secretariat. They will be sponsored by the organizers. It is the understanding that Government will attend and Industry can attend but that their representatives will have to self-sponsor.

Prior briefing on the agenda and outcomes for the Conference will be sought from Mr. Sherwin Long and Dr. Francisco Parris - EITI Regional Representatives. The main purpose of the EITI Conference is to review the EITI Standard and to strengthen its tenets. New EITI Board Members will also be elected.

1. **Official Deadline for Submission & Publishing of GYEITI’s 4th Report**

 A formal response to the MSG Co-Chairs by the EITI Board to the MSG as to the official deadline for the submission and publishing of Guyana’s 4th EITI report was received and read out at the MSG meeting. The date prescribed is **June 30th 2023**. The July 31, 2023 deadline was erroneously stated in the letter dated February 17, 2023 from the EITI Board. Once the publication of the Report by the MSG is achieved within the deadline, the suspension will be lifted.

 (The Written response from the EITI is appended to the Minutes for the record.)

**IA Committee Report**.

1. **Update on Status of Preparation of GYEITI’s 4th Report (FY 2020)**

Chair of the IA Committee reported on the status of developments regarding the preparation of the FY 2020 EITI Report for Guyana. The report indicated:

* Four (4) Meetings of the IA Committee were held. The Committee meets weekly every Tuesday with the BDO-LLP.
* The BDO -LLP scheduled dates for the submission of the Gap Analysis, March 20th , 2023 and the Inception Report March 31, 2023 were missed.
* The Draft Gap Analysis report was received on March 20th, 2023. Comments were received and submitted to the BDO-LLP. The revised Gap Analysis report will be resent to IA Committee for further consideration.
* There was no quorum at the last IA Committee meeting-i.e, April 11, 2023. Notwithstanding, the Committee met with the BDO Team and expressed concerns as to the pace of the work and the need for greater expediency and a strict approach to the time lines.
* The IA Committee will continue to meet weekly with the BDO- LLP and separately as a committee until the report is complete.

The ensuing discussion focused on the approach, the timelines established by the BDO and the current activity level which makes the May 31 st deadline for the completion of the report unrealistic.

It was reported that June 30th 2023 is the correct date for the lifting of the temporary suspension and the July 31st date was erroneously stated by the EITI International Secretariat. This was confirmed through the official correspondence. The view was expressed that the (new) date of June 30, 2023 would allow for more time and for a better report.

The IA Chair indicated that a realistic schedule from the BDO-LLP is needed to guide the process and that an updated schedule will be discussed at the next IA Committee Meeting scheduled for Tuesday, April 18th.

In relation to a suggestion that the IA Committee be granted the authority for the approval of the Gap Analysis and Inception Reports vis-a- vis the timeline and to report to the MSG, it was made clear that the MSG cannot delegate its powers as the TOR only speaks to the Committees making recommendations to the MSG and there is no precedence to move outside of the TOR and amend the decision making process.

***The Meeting concurred that***:

The IA Chair will communicate immediately to the Chair of the MSG and have a Round Robin for a decision of the MSG.

It was also reiterated that in between meetings, round robin be used to get the 4th EITI reported completed on time.

**Communication and Outreach Committee.**

Chair of the Communication and Outreach Committee presented the Communication Workplan to the Meeting. MSG welcomed the initiatives which were discussed individually.

***UG Outreach***

 An outreach activity to the University of Guyana will focus on the standards and key transparency principles and the context of implementing those in Guyana. The academic audience of UG Students and lectures will be a key-target and are important stakeholders in understanding the transparency standards and principles. This activity was proposed for adoption by Ms. Vanda Radzik and seconded by Mr. Ryan Ramjit. It was also suggestion by Ms. Radzik to seek the assistance of Dr. Paulette Bynoe of the UG Earth Sciences Faculty in planning and mobilizing.

***Region 10 - Linden Outreach***:

On Friday March 17, 2023 the GYEITI Secretariat in collaboration with the Linden Chamber of Industry, Commerce and Development convened a half day Education and Awareness Session information dissemination session in region 10-Linden. A wide cross section of representation attended from the Linden Chamber of Commerce, students from Linden technical Institute, the mining and forestry sectors and other stakeholders including youths and teachers,

Ms Loretta Fiedtkou of Muritaro Village in Region 10 attended representing MSG Civic

***MSG Meeting in Lethem***: The October MSG meeting would be held in person in Lethem (Region 9) as part of a Region 9 outreach and communication effort. The GYEITI Secretariat would, in conjunction with this one-day outreach in Lethem, develop further local outreach in various surrounding communities in Region 9 in a two-days’ timeframe.

 Ms. V. Radzik proposed the adoption and it was seconded by Mr. Rafeek Khan.

The suggestion was made and noted that a past member of the MSG and former Toshao of Shulinab Village in S. Rupununi – Mr. Nicholas Fredericks to be invited to provide a short presentation / to be part of the Lethem programme. The suggestion was also made that the Chairman of the Region 9 RDC, Mr.Bryan Allicock be solicited to assist and advise on logistics, venue etc. The Committee and Secretariat to follow up.

*A proposal made by Ms. V. Radzik for an outreach to be conducted in Region 1- Santa Rosa area. She also suggested that former MSG members Ms. Laura George and former Santa Rosa Toshao Mr. Paul Graham Atkinson also be contacted and included in the Santa Rosa Programme.*

*Ms. Radzik offered her assistance in planning and mobilizing.*

***There was no objection to this proposal.***

***Press Statements***. These are considered routine work but concerns were raised regarding approval from the Ministry.

1. **Secretariat Report**

The Secretariat Report was presented and the work of the Secretariat was acknowledged.

**Website**

The observation was made by the Chair that that there are gaps in information posted on the website. Monitoring checks made in February and April show that no MSG Minutes & Decisions have been posted since the 46th MSG Meeting and we are now at our 62nd. This is a major breach and will affect our upcoming validation. It was also clarified for the record that it is MSG Minutes and Decisions that are required to be publicly posted and publicly accessible. The Chair recommended that a member of the Secretariat be authorized as the Co-Administrator of the Website so as to better support regular and accurate information flow and better liaise with the MSG to keep website fully updated.

The Secretariat committed to redouble efforts to have the Website upgraded and made more relevant.

The Records and filing system are found to be lacking and efforts are made to correct same.

The Secretariat sought clarification on:

Whether it’s the decisions of the MSG or the MINUTES are to be posted:

The Chair confirmed that the MINUTES are to be posted on the webpage.

1. **Any other Business**

**Introduction of new Industry Member:**

Mr. Matt Niewenhous was given the opportunity to formally introduce himself to the MSG. He replaced Mr. Jesus Bronchola who served as a member of the MSG. He is the new Industry member representing EEGPL.

**Handing over of MSG Rotating Chair**

The current Chair, Ms. Vanda Radzik informed the meeting that this is her last meeting as Chair for 2023 and that the Chairmanship will be passed on to Mr. Micheal Munroe- of the Government sector. He will take up the Chairmanship for the next four months – May – August. She thanked the MSG and the Secretariat for their support and ongoing commitment to the high principles of the EITI as Guyana progresses forward.

The incoming Chair, Mr. Michael Munroe expressed his gratitude to the outgoing Chair and pledged to continue to work to realize the objectives of the MSG. He will be grateful for the continued support of Ms. Radzik and the other MSG members.

1. **Close and announcement of date for the next meeting**.

The Chair thanked everyone for attending and announced that the next meeting of the MSG is scheduled for **May 10, 2023 at 10:00hrs.**

**Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| Agenda Item | Issue | Action  | Status  |
| 6 | Completion of National Coordinator evaluation | MSG to be apprised on completion. |  |
|  | Civil Society participation at EITI Conference in June 12-14,2023, Senegal | V. Radzik and Benita Davis will attend. |  |
| 6 | Guyana EITI FY 2020 Report  | IA Committee recommendation to be transmitted via Round Robin for MSG decision |  |
|  |  | Revised schedule for the timely completion of the report to be presented to MSG |  |
|  | Communication and Outreach Committee recommendation of a Communication Work Plan for 2023. | Priority Projects for 2023 approved. |   |
| 7.  | Website upgrade and review noted. | Gap in posting of information on siteRecommendation for Secretariat staff to serve as Co-Administrator |  |
| 8 | New Board member appointed -Mr. Matt Niewenhous -EEPLG | Mr. Matt Niewenhous appointment letter received. |  |
|  | Rotation schedule for Chairmanship of MSG. | Mr. Michael Munroe, Government sector representative will assume chairmanship effective April 2023. |  |

MINUTES prepared by: Meeting Chaired by:

Rajdai Jagarnauth ---------------------------------------

Vanda Radzik

**GYEITI Secretariat Multi Stakeholder Group**

**Appendix A: Attendance Record and Excuses**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Name & Sector** | **Gender** | **Members**Present | **Members Absent** | **Alternate** | **Gender** | **Present** | **Absent** |
| **INDUSTRY** |
| **1** | Matt Niewenhous | **M** | X | **w/e** | **A Gohil** | **M** |  |  |
| **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** |  |  |
| **CIVIL SOCIETY** |
| **i** | **M. McCormack** | **M** | X |  |  |  |  |  |
| **2** | **L. Fiedtkou** | **F** | x |  |  |  |  |  |
| **3** | **V Radzik** | **F** | **x** |  |  |  |  |  |
| ~~4.~~ |  **K A .Cort-Kansinally** | F | X |  |  |  |  |  |
| **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** |  |  |
| **12** | **M Munroe** | **M** | X | w/e | **M Pertab** | **M** |  | **w-out/e** |
| **Secretariat Staff** |
| **1** | **P. Misir**  | **M** | X |  |  |  |  |  |
| **2** | **Renrick Ramgobin** | **M** | X |  |  |  |  |  |
| **3** | **Johann Earl** | **M** | X |  |  |  |  |  |
| **4** | **Richard Budhu** | **M** | X |  |  |  |  |  |
| **5** | **R. Jagarnauth** | **F** | X |  |  |  |  |  |

APPENDIX B. Agenda

**62ND MEETING OF THE MULTISTAKEHOLDER’S MEETING**

**APRIL 12, 2023**

**ZOOM MEETING: 10:00 HRS**

 AGENDA

1. Call to Order and Welcome
2. Announcements
3. Adoption of AGENDA
4. MINUTES OF THE 61ST MSG – consideration and Adoption.
5. Decisions of the 61st MSG-status of implementation
6. Report from MSG Committees
7. Co- Chairs:
8. *An update will be provided on National Coordinator Appraisal*

 *(ii) Update on Senegal Conference: Civil Society Invitation to attend.*

1. IA Committee Report

*Report on Progress of the FY 2020 Report*

1. Communication and outreach Committee:

*For Approval- Communication and Outreach workplan and priority projects*

1. Secretariat Report
2. Any other Business
3. Close and announcement of date for the next meeting.

**Appendix C**

Temporary suspension of Guyana : EITI Board letter.