

MINUTES OF THE 68th MEETING OF THE MULTISTAKEHOLDER'S GROUP,
HELD ON OCTOBER 11, 2023 AT 10:00 HRS,
VIRTUAL MEETING via ZOOM.

1. Call to Order and Welcome

The Meeting was called to order at 10:05 hrs. A quorum was established.

2. Announcements: excuses /attendance

Excuse was tendered and accepted for Mr. Mike Mc Cormack (Civil Society)

3. Adoption of AGENDA

Civil requested that the agenda be amended to include: No 8. Appointment of new Civil Society members.

4. MINUTES OF THE 67th MSG –There was no correction. The motion for adoption was moved by Ms. Loretta Fiedtkou and seconded by Mr. Micheal Munroe.

5. . Reports from MSG Committees

(i) Co-Chairs: Co-Chairs did not meet. The next Meeting is scheduled for October 19, 2023.

(ii) Workplan, Validation and TOR Committee: No report: The Committee did not meet.

(iii) Communications Committee. The Communications Committee met on September 9, 2023. The report of the meeting was circulated to the MSG. Feedback was received on the status of the Region 9 Project. The UG activity was not convened as scheduled. The date was shifted as clarity was requested on the conception of the activity and the rollout of the project and its link to the prioritized work plan.

It was agreed that the Region 9 outreach will be rescheduled for the first quarter of 2024, given the ongoing preparation of Guyana's 5th EITI Report and the activities in Region 9 that can impact negatively on the outreach.

The Validation Report (as received) to be placed on the GYEITI Website.

(iv) IA Committee

Chair of the IA Committee reported on the three (3) engagements of the IA Committee with the IA Consultant at which, among others, the 13 step workplan and timelines were addressed. The discussions took into consideration situations that are practicable and reasonable and the need for a quicker pace of work by the MSG and the IA to meet the deadline of December 31, 2023 publication of the FY 2021 report.

- a. The workplan was refined and a revised schedule will be developed that will allow for a Dec 22 final report submission. The IA Consultant to resubmit a revised Workplan.
- b. A few areas were identified where the MSG is required to do parallel work.
- c. The Inception Report and Gap Analysis are combined.
- d. October 13, 2023 is the new date for the submission of the Inception/ Gap Analysis Report. The shift was necessary due to late receipt of information from entities.
- e. The MSG expressed its commitment to the process.
- f. **A Special MSG, will be convened on Monday October 16th 2023**, to review the IR/Gap Analysis report and accommodation was made for further consideration and sign off if necessary for a reconvened session on October 17th, 2023.
- g. Two (2) Workshops with Industry and Government entities to discuss the completion of the data templates will be held on October 18th 2023. The Secretariat will facilitate the arrangements and logistics for the Workshops.
- h. The IA Consultant confirmed that the Report will be completed and submitted on Friday October 13, 2023.
- i. The first Draft report to MSG will be on December 6, 2023 with a one-week allotment for review.
- j. The reconciliation phase which is 24 days will allow for quality output of the reconciliation which have a qualitative impact on the outcome of the report.
- k. The Contextual information, will be reviewed by IA and the Secretariat. The updated section will be submitted to the MSG for approval during the month of November.
- l. Gender Section review: it is not possible to hire a short -term Consultant. Ms. Radzik offered her assistance for the 3rd and last time to review this section of the Report. She advised that the Report is up to date and referred to UNICEF report,

Trafficking in Person Report, Gender and women in Violence and other global reports which are new documents that can assist with the review.

- m. World Bank Consultant Mr. Sam Tokpah's assistance with review was also requested.
- n. Chair of IA committee to speak to the PS on the matter of hiring a local consultant to assist with the review.
- o. For future reports, the suggestion was made for the IA contract to be split into 2 parts where a local consultant can be hired to work continuously on the contextual section of the report and the reconciliation and financial section be done by another consultant. The contextual section review by a local consultant can be done prior to the IA award. A 3 -year contract was mentioned for the local consultant. At the appropriate time, this matter, including the procurement process will be further addressed.

6. Introduction/Discussion: Mr. Sam Tokpah, World Bank Consultant.

Mr. Sam Tokpah brief introduction highlighted his assignment to support efforts of EITI efforts in country. He mentioned his vast experience in different capacities relating to work on EITI. He expressed his commitment to work with the MSG and the rest of team. His tenure in Guyana will be one year. The Secretariat is working closely with him.

7. Secretariat Report .

GYEITI Website: TOR for the Website Consultant will be made available to the Communications Committee. In response to the number of concerns raised relating to MSG access and content of materials to be placed on the website, it was agreed that the Communications Committee will develop a communications policy

Draft Newsletter was sent to the Communications Committee.

FY 2021 EITI report: The IA met with stakeholders over a two (2) week period October September 26- October 2, 2023

Comparative study was submitted to Communications Committee

The World Bank Consultant, Mr. Sam Tokpah commenced work.

The beneficial Ownership Terms of reference and revised Workplan sent to Validation, TOR and Workplan Committee.

Year to date expenditure and operational cost of the Secretariat was received from MNR.

8. Appointment of new members of civil society.

Co- Chair Radzik (CS) informed the MSG that the procedure for the identification of the new members of Civil Society has been completed and the names were submitted. Four new members were listed and the CV and other relevant documentation and information will be transmitted to the Chair and copied to the Secretariat.

The meeting was advised that the Civil Society members on the MSG do not represent a particular NGO that they are affiliated to i.e, they represent Civil Society on the MSG; they have no reference to or affiliation to a particular entity. Written submission to the effect will be sent to the Chair of the MSG.

The Confidentiality agreement was requested to be sent electronically to all four members for signature and mentioned was made of their Funding support to come to Georgetown and suggestion for telephone allowance / credits to participate.

9. **Any other Business-** No matter was tabled.

10. Close and announcement of date for the next meeting


- Special Meeting of the MSG will be held on Monday October 16, 2023.
- The Secretariat to send out IR report once received from IA.
- Secretariat to also arrange meeting with IA at 1: 30 pm to have follow-on discussions on matters addressed by the MSG on the scheduling and timetable of activities.

The next statutory meeting of the MSG will be on **November 8, 2023.**

Agenda Item	Issue	Action	Status
5.	Communications Committee: outreach Activities	<p>Agreed that the Region 9 outreach will be rescheduled for the first quarter of 2024.</p> <p>The Validation Report (as received) to be placed on the GYEITI Website.</p>	
5	IA Committee	<ul style="list-style-type: none"> • The Inception Report and Gap Analysis are combined. • October 13, 2023 is the new date for the submission of the Inception/ Gap Analysis Report. • A Special MSG, will be convened on Monday October 16th 2023, to review the IR/Gap Analysis report if required another Meeting on October 17th, 2023. • (2) Workshops with Industry and Government entities to discuss the completion of the data templates will be held on October 18th 2023. • The reconciliation phase which is 24 days will allow for quality output of the reconciliation which have a qualitative impact on the outcome of the report. 	

		<ul style="list-style-type: none"> The Secretariat will assist with the review of the contextual information, The updated section will be submitted to the MSG for approval during the month of November. 	
8	New Members of Civil Society	<ul style="list-style-type: none"> Notice of four new members of Civil society transmitted. Appointment procedures are to be completed. 	
10.	Schedule of meetings	<ul style="list-style-type: none"> Special Meeting of the MSG will be held on Monday October 16, 2023. The Secretariat to send out IR report once received from IA. Secretariat to arrange meeting with IA at 1: 30 pm to have follow-on discussions on matters addressed by the MSG on the scheduling and timetable of activities 	

Prepared by: R. Jagarnauth
GYEITI Secretariat.
October 15, 2023


Signed.....
R. Ramjit.
Chairman: Industry Sector

68th MEETING OF THE MULTISTAKEHOLDER’S MEETING
October 11, 2023
ZOOM MEETING: 10:00 HRS

AGENDA

1. Call to Order and Welcome
2. Announcements: excuses /attendance
3. Adoption of AGENDA
4. MINUTES OF THE 67th MSG – consideration and Adoption.
5. Reports from MSG Committees
 - (i) Co- Chairs
 - (ii) IA Committee:
 - (iii) Workplan, MSG -TOR and Validation Committee
 - (iv) Communication and Outreach Committee
6. Introduction/Discussion: Mr. Sam Tokpah, World Bank Consultant
7. Secretariat Report
8. Appointment of New CIVIL Society Members of the MSG.
9. Any other Business
10. Close and announcement of date for the next meeting.

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Appendix 2.

Attendance Record and Excuses

	Name & Sector	Gender	Members Present	Members Absent	Alternate	Gender	Present	Absent
INDUSTRY								
1		M			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		w/oe	N McLean	M		
CIVIL SOCIETY								
1	M. McCormack	M		w/e				
2	L. Fiedtkou	F	x					
3	V Radzik	F	x					
4	K A .Cort-Kansinally	F	x					
GOVERNMENT								
9	S Roopnauth	F	X	Wo/e	T Balgobin	M		
10	H Khan	F	x		S Richmond	M		
11	V Harris	F	x		S Hussain	M		
12	M Munroe	M	x		M Pertab	M		

Secretariat Staff								
1	P. Misir	M	x					
2	Renrick Ramgobin	M	x					
3	Johann Earl	M		med				
4	Richard Budhu	M	x					
5	R. Jagarnauth	F	x					