

**MULTI STAKEHOLDER GROUP 46th STATUTORY MEETING
MINUTES OF MEETING HELD
ON WEDNESDAY DECEMBER 8, 2021 AT 10:15 AM
VIA ZOOM**

ATTENDANCE: MSG and SECRETARIAT STAFF

	Name & Sector	Gender	Members Present	Members Absent	Alternate	Gender	Present	Absent
INDUSTRY								
1	J Bronchalo	M	x		A Gohil	M		w/e
2	R Ramjit	M		w/e	J Vogt	M		w/e
3	A Alphonso	M	w/e		A Jagnandan	M	x	
4	R Khan	M	x		N McLean	M	x	
CIVIL SOCIETY								
5	L Carryl	M	'x		M McCormack	M	x	
6	N Fredericks	M		w/e	L Fiedtkou	M	x	
7	V Radzik	F	x		K Cort-Kansinally	F		w-out/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	w/e	S Richmond	M		w-out/e
11	V Harris	F	x		S Hussain	M	x	
12	M Munroe	M	x		M Pertab	M		w-out/e
Secretariat Staff								
1	R Jadoopat	M	x					
2	D Barker	F	x					
3	J Earle	M	x					
4	S Parkinson	F		w/e				
5	R. Budhu	M		w/e				

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

2 The meeting which was held via zoom was called to order at 10:15 am by co-chair Ms.
3 Vanda Radzik who welcomed everyone and thanked them for attending.

4 **AGENDA**

5 **AGENDA (Draft) [70 mins]**

6

7 **1. Call to Order and Welcome**

8 **1 min**

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10 **2. Excuses / Attendance Record**

11 **2 mins**

12

13 **3. Adoption of Agenda**

14 **2 mins**

15 **4. Minutes of 3rd MSG Statutory Meeting, 10.11.21**

16 **5 mins**

17 **a) Corrections / Omissions / Adoption**

18

19 **5. Decisions of 2nd Statutory Meeting – Implementation Status**

20 **5 mins**

21 **6. Report From MSG Committees:**

22 **15 mins**

23 **a) MSG Co-Chairs**

24 **b) Communications & Outreach**

25 **c) Work Plan, MSG TOR and Validation**

26 **d) MSG Independent Administrator**

27

28 **7. For Approval by MSG:**

29 **12 mins**

30 **a) Workplan for 3rd EITI report preparation**

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32 **8. Update on Discussion with USAID**

33 **8 mins**

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35 **9. Secretariat Report November 2021**

36 **10 mins**

37 **a) Financial Report**

38 **b) Inventory Report**

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40 **10. Any Other Business**

41 **5 mins**

42 **a) Resignation of Deputy Coordinator**

43 **b) Hiring of Staff for National Secretariat**

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45 **11. Announcement of Next MSG Meeting – 12th January, 2022**

46 **Close**

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

- 48 • Excuses tendered by the Secretariat for Mr. Joachim Vogt, Mr. Anand Gohil, A
49 Alphonso and Ms. Sonya Roopnauth.

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

52 There being no items added to the Agenda it was adopted by Mr. Larry Carryl and
53 seconded by Mr. Michael Munroe.

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55 **AGENDA ITEM NO 4 – Minutes of 45th Statutory MSG Meeting:**

56 There being no corrections the motion to adopt the minutes of the 45th MSG Meeting was
57 moved by Mr. Larry Carryl and seconded by Mr. Rafeek Khan.

58 **AGENDA ITEM NO 5 – Decisions of 45th Statutory Meeting on November 10,**
59 **2021 - Status Update**

60 **DECISIONS AGREED AT 3rd STATUTORY MEETING OF 2nd MSG HELD ON**
61 **WEDNESDAY NOVEMBER 10, 2021.**

- 62 • **Decision no 1:** The meeting agreed that the preparation of the 3rd Report will not
63 meet the deadline for completion and requested that a letter for an extension of
64 time be sent to the International Secretariat no later than November 26, 2021.
65 **(Completed)**
- 66 • **Decision no 2:** The meeting agreed that the Secretariat will draft a Resolution for
67 a request of extension of time for the preparation of Guyana’s 3rd Report and send
68 to MSG for approval via email no later than Friday November 19, 2021 and.
69 **(Completed)**
- 70 • **Decision no 3:** Secretariat to prepare timeline of events for preparation of 3rd
71 Report on or before Friday November 12, 2021. **(Completed)**
- 72 • **Decision no 4:** Co-Chairs Committee and IA Committee to convene a meeting
73 with IA to determine timeline for completion of 3rd Report. **(Completed)**
- 74 • **Decision no 5:** The meeting agreed that the TOR/Work Plan/Validation
75 Committee will complete its review of the TOR and Work Plan and submit the
76 final proposed changes to the MSG for consideration and approval at the next
77 MSG Statutory Meeting. **(Not yet completed)**
- 78 • **Decision no 6:** The meeting agreed that the Co-Chair committee will meet with
79 MNR on issues relating to how GYEITI interviews with the media will be conducted
80 and other instructions given to the Secretariat by the MNR. **(Completed)**
- 81 • **Decision no 7:** TOR/Work Plan & Validation Committee to go through the work
82 plan and make submission to the MSG at next MSG Statutory meeting. **(Not yet**
83 **completed)**
- 84 • **Decision no 8:** The meeting agreed that the interview with Aljazeera be
85 structured i.e., that the Secretariat request that Aljazeera submit their questions in
86 writing and the response from the Secretariat be in written form and only covers
87 what is in the public domain and what is within GYEITI remit to answer. The

88 meeting agreed that the Secretariat uses the opportunity to highlight the work and
89 progress of GYEITI. **(Completed)**

- 90 • **Decision no 9:** The secretariat will inform the MNR about the course of action
91 and decision taken by the MSG on the issue regarding the interview with Aljazeera.
92 **(Completed)**

93 - .

94 **AGENDA ITEM NO 6 – Report from MSG Committees:**

95 **MSG Co-Chairs**

96 The MSG Co-Chairs together with the Secretariat and USAID met on Wednesday
97 December 1, 2021 to explore possible funding. The engagement was a very fruitful one
98 and it was decided that the MSG Co-Chairs would take the matter to the MSG meeting for
99 approval and further action. Proposals will emanate from the MSG sectors which will then
100 allow USAID to make proposals to Washington for possible funding opportunities. The
101 sum to be made available should be between \$500,000 and \$1 million US dollars. The
102 MSG sectors will identify areas of priority for funding and submit this information to the
103 USAID by December 15, 2021.

104 It was suggested that the Gap Analysis done by the IA be used as the basis for proposals
105 for USAID funding.

106 **Decision:** The Secretariat will prepare notes of the meeting with the USAID and send out
107 with a request that each sector prepares a prioritized list of activities for funding, inclusive
108 of details and budget.

109 Secretariat was asked to highlight elements of the Gap Analysis and circulate to the MSG
110 on December 8, 2021 so that members may consider it in their caucuses.

111 **MSG IA Committee Report.**

112 The Committee met on three occasions since the MSG meeting of November 10th 2021.
113 The contract for the IA was approved. It was reported that BDO LLP was the selected
114 consultant for the preparation of the 3rd Report. It was reported that the IA would need
115 22 weeks for the preparation of the report, taking the completion date to end of May 2022.
116 However it was reported that the IA will work to speed up the process as much as possible
117 so that reviews or amendments suggested could be made in time for the deadline.

118 On the issue of Materiality, it was noted that the IA made a suggestion that the IA provides
119 the GRA with the mechanisms of the calculations that would be needed to determine the
120 Materiality Threshold based on the information that GRA has. It has been proposed that

121 the GRA – being the custodians of the information – applies the calculations and the
122 mechanics to the data so that they can arrive at a Materiality Threshold which will then
123 come to the MSG for approval.

124 It was reported that Industry in the past has expressed concerns regarding the
125 determination of Materiality as it possibly had security implications, especially for
126 medium and small scale miners. It was reported that the Secretariat was asked to engage
127 with the Guyana Gold and Diamond Miners’ Association (GGDMA) for a list of their
128 specific concerns and to explore ways in which those could be resolved ahead of the
129 stakeholder workshops which will be held with the IA.

130 The Secretariat was tasked with providing an updated work plan for the 3rd Report and
131 this was done.

132 The Gap Analysis will be circulated to the entire MSG following review by the Secretariat.
133 Members of the MSG will be allowed one week to submit comments with regards to the
134 Gap Analysis.

135 It was observed that the Gap Analysis needed more work as it repeats many of the
136 recommendations previously made without any substantial input on the way forward.

137 It was suggested that the advertisements for Beneficial ownership and systematic
138 disclosure consultancies should be re-posted in the national press and shared among MSG
139 constituencies to attract primarily local consultants.

140 **Decisions for implementation:**

- 141 1. It was agreed by the MSG that the Secretariat be given more time to review Gap
142 Analysis.
- 143 2. The Gap Analysis to be improved with rationale and reasoning.
- 144 3. The Gap Analysis to be circulated to full membership of MSG and improved
145 with rationale and reasoning.
- 146 4. There needs to be more time before the GYEITI meets with the IA.

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148 **Communications and Outreach Committee’s Report:**

149 It was reported that the committee approved Middle Road Group – the lower priced
150 of two bids received – for website updates and maintenance for the GYEITI. The
151 Business Case for this entity has been placed on the agenda of the MSG meeting of

152 December 8, 2021 for approval. It was suggested that the MNR be made aware of the
153 urgent need for these services hence the need for a speedy procurement process.

154

155 **MSG Work plan/TOR/Validation Committee Report:**

- 156 • The committee has not able to meet to complete the final review of the MSG TOR.
- 157 • Civil Society was able to meet with constituents on the work plan and they agreed
158 that it could go ahead.
- 159 • It was suggested that the Committee consider meeting with the Co-Chairs and
160 possibly EITI Intl Secretariat (LATAM) to resolve the impasse regarding alternates
161 having a voice in meetings.
- 162 • The Committee will review the Validation Assessment that was received from EITI
163 Validation team on December 8, 2021.
- 164 •

165 **AGENDA ITEM NO 7: Workplan for 3rd EITI report preparation**

166 The MSG TOR to be adopted when the review process is completed and MSG approves.

167 **AGENDA ITEM NO 8 Discussion on Request for Interview by Aljazeera:**

- 168 • The meeting was informed that Aljazeera reached out to the National Secretariat
169 for an interview.
- 170 • The MSG discussed the existing standing rule put in place for engagement with the
171 Secretariat and media outlets and agreed that the interview with Aljazeera be
172 structured i.e., that the Secretariat request that Aljazeera submit their questions in
173 writing and the response from the Secretariat be in written form and only covers
174 what is in the public domain and what is within GYEITI remit to answer. The
175 meeting agreed that the Secretariat uses the opportunity to highlight the work and
176 progress of GYEITI.
- 177 • The secretariat will inform the MNR about the course of action and decision taken
178 by the MSG on the matter.
- 179 • The meeting agreed that the co-chairs committee will engage the MNR on issues
180 relating to how GYEITI interviews will be conducted and on a broader front
181 instruction to the secretariat from the MNR.

182 **AGENDA ITEM NO 9 Secretariat Report:**

- 183 • The Secretariat's Report along with a newly introduced Inventory Report was
184 circulated.

185 **AGENDA ITEM NO. 10 Any Other Business:**

186 a) Resignation of Deputy National Coordinator Diane Barker

187 A Letter of Appreciation to Ms Barker was written and it will be circulated to the MSG and
188 presented to Ms Barker by Friday December 10, 2021.

189 b) Hiring of Staff for Secretariat

190 It was reported that advertisements for the hiring of National Coordinator,
191 Administrator, Legal Officer and Data and Information Analyst were placed in the media.
192 The deadline for the submissions of applications for the post of National Coordinator was
193 November 19, 2021 while for the other positions, the deadline was November 26. It was
194 reported that interviews were held with persons who applied for the post of National
195 Coordinator however there has been no information on whether someone was selected
196 for this position.

197 There being no other business the meeting stood adjourned at 11:45 am.

198 Next meeting scheduled for Wednesday, January 12, 2022 at 10:00 hrs., virtually.

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200
201 Johann Earle (Mr.)
202 Communications Officer
203 GYEITI National Secretariat
204
205

Vanda Radzik
Vanda Radzik
Chair (Civil Society)

206 **DECISIONS AGREED AT 46th STATUTORY MEETING OF MSG HELD ON**
207 **WEDNESDAY DECEMBER 8, 2021.**

- 208 • **Decision no 1:** The MSG will present a Letter of Appreciation to Deputy National
209 Coordinator Diane Barker who has resigned from her post and whose last day of
210 work is December 10, 2021.
- 211 • **Decision no 2:** The Secretariat to write the MNR asking that the request for
212 Beneficial Ownership and Systematic Disclosure consultancies be readvertised in
213 the national newspapers and on social media.
- 214 • **Decision no 3:** The MSG approved the proposal by Middle Road Group for the
215 provision of web support services to the GYEITI Secretariat. The proposal will now
216 be sent to the MNR for procurement.

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- **Decision no 4:** The Validation/TOR/Work Plan Committee should meet with the MSG Co-Chairs and EITI International to bring a resolution to the impasse regarding the MSG TOR amendment which concerns alternate members having a voice on the MSG.
 - **Decision no 5:** The Communications Committee will oversee the Communications Officer’s creation of a ‘Linked-In’ professional networking profile for the GYEITI.
 - **Decision no 6:** The MSG approved the suggested approach to have the IA meet with the GRA to provide guidance on preserving confidentiality while satisfying the requirements of EITI.
 - **Decision no 7.** The meeting decided that the numbering of the MSG statutory meetings will revert to the original ordinal numbering pattern from the 1st meeting in February 2017. Hence this meeting will be the 46th instead of the 4th meeting of the 2nd MSG.
 - **Decision no 8:** The Secretariat will circulate the Gap Analysis to members of the MSG and they are to send their comments within one week before approval is sought from the MSG.