

**MINUTES OF THE 76th MEETING OF THE MULTISTAKEHOLDER'S
GROUP HELD ON JUNE 12, 2024
VIRTUAL ZOOM MEETING: 15:30 HRS**

(CHAIRPERSON: MICHEAL MUNROE (G))

1. Call to Order and Opening Remarks:

The Chairman called the Meeting to order at 15: 35 hrs. He expressed appreciation to members for their participation given the short notice for rescheduling from 10:00hrs to 15:30 hrs.

Excuses were tendered for:

Absence

Mike Mc Cormack (CS)

Kerryann Cort Kansinally (CS)

Anand Gohil (I)

Joining late:

Mike Williams

Beverley Clenkian

Loretta Fiedtkou

Announcement:

Resignation of member: Ms. Vanelda Harris, (G) Member, has tendered her resignation from the MSG. She conveyed best wishes to the MSG in carrying out the mandate of the GYEITI. The MSG's expressed its appreciation for her contributions and extended best wishes to her.

The membership record of the GYEITI to be amended accordingly.

2. **Adoption of AGENDA:** Proposed for adoption by Denise De Souza (CS)) and seconded by Rafeek Khan(I)

3. **MINUTES OF THE 75th MSG:** Approved un- amended by Bill Thompson (I) and seconded by Vanda Radzik (CS)

4. Reports from MSG Committees:

(i) Co- Chair:

Co- chairs reported that: (i) They are aligned on the process for reconstituting the MSG to allow for continuity-i.e., no lapse or breakage in the functioning of the MSG. **The early activation of the nomination process in the respective constituency was encouraged.** Industry and Civil Society each indicated that the process has started.

(ii) IA Committee:

Status of preparation of the FY 2022 Report: Scheduling and timelines:

The IA Committee continued its regular weekly meetings focusing on progress, slippages in timelines and addressing challenges.

The submission of preliminary data from different government agencies has been slow or not forthcoming and has resulted in a set-back of ***the IA deliverables as set out in the timeline by one week. The requirement to convene Ad Hoc Meetings of the MSG will be necessary to facilitate timely approvals of and sign off on deliverables of the IA.***

The materiality threshold: The IA Committee discussed the merits of a sectoral approach, but the final determination, will be based on the findings and the IA's recommendation based on the data analyses. The delayed assessment is due to the non-receipt of the data requested. ***An Ad Hoc MSG Meeting may be convened before the next statutory MSG meeting in July to address this matter.***

The treatment of the contextual section: The Committee is unanimously aligned to move the contextual section of the FY 2022 report to the GYEITI website which will allow, in perpetuity, for easier access to the public. The IA will undertake the review and will be supported by the Secretariat. ***The logistical process for the placement of the materials on the website is to be discussed.***

(iii) **Workplan, MSG -TOR and Validation Committee:**

(a) Update: Beneficial Ownership Consultancy:

The status of the work of the BO Consultants was presented:

- A list of 139 entities was identified by the BO Consultants. The Secretariat has had no prior contact with 106 of these entities and is in the process of obtaining contact details and cleansing the list to include only Companies that are active, holders of licenses and permits and those that are registered businesses. ***The MSG noted that this process will take some time to complete and that the list will be drastically reduced from 139.***

Request for a 'No Cost' Extension of Contract for the Consultancy:

The Consultants have:

(i) requested an extension of the contract from June 20 to July 14, 2024 on a "no fees basis" due to delays related to the data templates approval and to permit the continuation of work and the completion of the deliverables under the contract; and

(ii) expressed interest in a second phase of the BO Consultancy which can build on the current process and advance the preparation of a robust data base.

The Meeting agreed, in the context of the delays and challenges identified, to an extension from June 28th, 2024 to July 31, 2024 to permit the completion of the deliverables under the current contract.

The Permanent Secretary, MNR is expected to process the extension before end of the week.

(a) **Systematic Disclosure (Mainstreaming) Feasibility Study:**

The Consultant has submitted a Draft Report which was distributed to members for comments by Tuesday June 11, 2024. Responses have been very slow. ***The Secretariat to tabulate and resend to Validation and Workplan Committee for examination and then send onwards to MSG for approval.***

(b) **Annual Progress Report for 2023:**

The draft report was circulated to MSG for their feedback. An extension was granted for responses by Friday, July 14th. ***The Secretariat will activate the No objection procedure for approval.***

(iii) Communications Committee:

The Updates on Communication Outreach activities and discussions arising from the June 7, 2024 meeting were presented.

Production of video clips:

- Delays are due to the unavailability of DPI to conduct the activity and the untimely response
- ***The consideration for the utilization of other channels to be explored.***

Radio Interviews:

The questions that were drafted by the Secretariat need some refinement and there -after to be reviewed by the Committee.

- The questions are to be properly framed for clarity and comprehension. The National Coordinator and the WB Consultant have been asked to assist in the review.
- The interviews will be pre-recorded.

Merundoi Edu- Drama:

Members are aligned on the usefulness and appropriateness of this approach to facilitate wider outreach into the remote communities as well as the possibilities for translation into the language of the communities. The PS has signaled his no objection to this activity and is considering the budget submitted. The following was ventilated:

- The topics and the messages on the EITI that the MSG wishes to promote must be clearly identified.
- The Merundoi Team should be briefed on the issues for the production of the script.
- The Script will be reviewed by the Communications Committee / MSG for approval before production.
- In keeping with the discussions of the Communications Committee the Secretariat requested and is awaiting a revised quotation from Merundoi which will be re-sent to the PS. This will reflect a reduction in the frequency in airing the radio drama and consequently a reduction in the cost.
- The only activity of interest at this point is the radio Edu -drama series. The street drama / street theater and jingles are not yet considered.

Pull up banners and the electronic billboard are not sufficiently advanced. The messages should be very short and simple. The eight messages prepared by the Communications Officer will be shared with the Communications Committee.

University of Guyana:

The Outreach with the students of the University of Guyana remains stalled due to of some communication issues between the Secretariat and the University. The UG was not able to identify the interface team to advance the logistical arrangements. A lot of coordination is required taking into consideration the agenda of the university, students' availability and ensuring maximum attendance.

-The National Coordinator full support was requested.

The suggestion was made to engage the Head of the Faculty of Law to the interest to have EITI topics debated at the Moot Court (RE: the Academic Board meeting with GYEITI)

Lethem (Region 9 Outreach):

It was established that the MSG meeting in Lethem will not be a statutory MSG meeting. It will be an MSG stakeholders' Meeting with participants drawn from the wider private sector and public sector stakeholders, NGOs and the public in Lethem. This activity has some outstanding logistics as follow:

- The message and Documentation -the presentations are to be prepared for approval.
- Other documentation – flyer/ brochure, other materials for distribution to be generated by the Secretariat and approved by the MSG. The importance of sending out the right messages and the sharpness of delivery are essential.
- The Co -Chairs will pronounce on the outreach dates based on their availability. The date for this engagement is now most likely to be the last 2 weeks of July. The Secretariat reported that the REO -Region 9 indicated that no major activities are envisaged in the Region during this period.
- Stakeholders' mobilization: A list of key stakeholders is available.
- The Lethem outreach will serve as a pilot project that can be replicated in other regions around Guyana
- Printed materials are to be produced and distributed using a flash drive, (e.g. some simplified information on GYEITI; the newsletter, brochure on what the EITI and GYEITI, guidance notes on the EITI Standard).
- Folders for the participants are to be prepared, given that access to computers are limited in the outlying regions.

(iv) Legal and Regulatory Committee.

The Committee did not meet. Efforts will be made to convene a meeting shortly. The mandate of this committee is to examine the recommendations of the EITI reports and address the challenges from a legal perspective to provide guidance and an understanding on how to navigate the issues in a way to advance the mandate of the GYEITI. The Committee will seek to develop a plan of action to address the various issues.

5. Secretariat Report.

The Secretariat report was presented highlighting:

- It's continued work with the BO Consultants.
- Support to the IA in the preparation of the FY 2022 report.
- The Secretariat's work relating to the review of the contextual section of the report.
- The open data policy that has been circulated, and by virtue of the approval that was granted in the Round Robin, it has been published on the GYEITI webpage.

6. Any other Business

The Secretariat requested the following be completed: -

- (i) The approved and adopted minutes for 2023 that had not been signed off by the then Chair, and this should be done to allow the Secretariat to post same on the website.
- (ii) Resolve the discrepancy identified in the Data Bulletin prepared by the Secretariat to allow dissemination of the document and posting on the website.

7. Close

The Chair in closing thanked everyone for a fruitful meeting to keep the momentum for the continued work on the preparation of the FY 2022 report and to avail themselves at short notice to move matters of the IA Committee forward.


The date for the next statutory Meeting is July 10,2024

Summary of Decisions and Recommendations.

Agenda Item	Issue Source	Decision/ action	Status
	Announcements	Membership record to be adjusted	
4	Co- Chairs	The internal process at the constituency level for the nomination of new members to commence early.	
4	(ii) IA Committee	IA deliverables delayed by one week to Convene an Ad hoc meeting of the MSG, if necessary to address materiality To move the contextual section of the FY 2022 report to the GYEITI website <i>The logistical process for the placement of the materials on the website is to be discussed</i>	

4	(i) Communications Committee	<p>APR 2023 posted on website Open data policy published on website Video Clips: to seek other option (due to DPI unavailability) to have interviews and clips produced. Merundoi Edu Drama arrangements to be advanced UG outreach and Lethem outreach scheduled for completion in July 2024. Logistical arrangements to be put in place.</p>	
4	(ii) Workplan, MSG -TOR and Validation Committee	<p>Secretariat to continue to assist the BO Consultants with data templates</p> <p>No cost extension agreed from June 30 to July 31, 2024 to allow for the Consultants to complete all work and deliverables.</p> <p>The extension of the contract to be finalized by MNR-PS.</p> <p>Systematic Disclosure Feasibility study to be finalized and approved by the MSG</p>	

Prepared BY: R. Jagarnauth
GYEITI Secretariat


Signed:
Michael Munroe,
Chair, Multi Stakeholder Group

76th MEETING OF THE MULTISTAKEHOLDER’S GROUP
JUNE 12, 2024

VIRTUAL ZOOM MEETING: 10:00 HRS

AGENDA

1. Call to Order and Opening Remarks.

 Announcements.

 Excuses.
2. Adoption of AGENDA
3. MINUTES OF THE 75th MSG – consideration and Adoption.
4. Reports from MSG Committees
 - (i) **Co- Chairs**
 - (ii) **IA Committee:** (a) FY 2022 Report: Schedule/ Time Table for FY 2022 Report (b) Update on current status of IA work
 - (c) Discussion on Materiality Threshold: Proposed sectoral approach.
 - (d) The treatment of Section 3. Contextual section of the report
 - (iii) **Workplan, MSG -TOR and Validation Committee:**
 - (c) Update: Beneficial Ownership Consultancy
 - (d) Systematic Disclosure (Mainstreaming) Feasibility study.
 - (iii) **Communications Committee**
 Updates: Communication Outreach activities.
 - (iv) **Legal and Regulatory Committee.**
5. Secretariat Report.
6. Any other Business
7. Close and announcement of date for the next meeting.

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Attachment 2.

Attendance

	Name/Sector	Gender	Present	Absent	Alternate		Present	Absent
Industry								
1	W. Thompson	M	X		A. Gohil	M		X w/e
2	R. Ramjit	M	X		J. Vogt	M	X	
3	A. Alphonso	M			A. Jagnandan	M	X	
4	R. Khan	M	x		N. McLean	M		wo/e
Civil Society								
5	D. De Souza	F	X		M. McCormack	M		X w/e
6	I. Fiedtkou	F	X		B. Clenkian	F	x	
7	V. Radzik	F	X		G. Singh	M	x	
8	K. Cort-Kansinally	F		X w/e	M. Williams	M		x w/e
Government								
9	S. Roopnauth	F	x		T. Balgobin	M		wo/e
10	H. Khan	F	x		S. Richmond	M	X	
11	V. Harris	F	resigned		S. Hussain	M	X	
12	M. Munroe	M	x		M. Pertab	M		x

Secretariat

		Gender	Present	Absent
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	
	Sam Tokpah, Consultant	M	X	

GYEITI Secretariat
June 28,2024