TIMOR-LESTE:
EXTRACTIVE INDUSTRY TRANSPARENCY INITIATIVE (EITI) WORKPLAN, 2007-2009

Activity	Action(s) Needed	Timetable	Responsibility	Estimated Cost & Source of Funding	Expected Output/Outcome
OBJECTIVE ONE: ESTABLISH COMMITMENT TO IMPLEMENT EITI					
1a. Unequivocal public statement of intention to implement EITI	Government announces its commitment to EITI.	Achieved - Prime Minister Mari Alkatiri stated commitment to EITI in London 2003	Prime Minister	n/a	Government commitment to EITI
1b. Appointment of EITI focal point/coordinator in government	Government announces/appoints an EITI coordinator.	Achieved - announced at petroleum revenue management workshop in Dili on November 10, 2006	Prime Minister	n/a	Hon. Jose Teixeira, Minister of Natural Resources, Minerals and Energy Policy, was selected by the Prime Minister to be the government official responsible for EITI; Prime Minister also appointed Mr. Manuel de Lemos, Director of the Timor Sea Office, to be the EITI coordinator to guide implementation on a day-to-day basis. (The latter is a civil servant and thus provides continuity in case of a change in Minister). With formation of the new government, Hon. Alfredo Pires is appointed as the "Government Focal Point" and Mr. Manuel de Lemos continues as the "Public Servant Focal Point" for EITI.
1c. Government commits to work with all stakeholders (e.g., civil society, companies) on EITI	Government statement at November 2006 petroleum revenue management workshop expressed commitment to work with civil society and companies on EITI; establishment of EITI multi-stakeholder working group also demonstrates government's commitment. Identification of wider stakeholders can be undertaken as part of the EITI Working Group's agenda (e.g., through a formal stakeholder	Key stakeholders for EITI Working Group already identified and invited to EITI Working Group meeting	EITI Coordinator EITI Working Group for wider stakeholder identification	No additional work planned at this time	Identification of key (and wider) stakeholders

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	assessment, if so desired).				
OBJECTIVE TWO: ESTABLISH AN EITI WORKING GROUP, DEVELOP AND PUBLISH AN EITI WORK PLAN					
2a. Establishment of an EITI Multi-stakeholder Working Group	Following on January 2007 invitation from government to stakeholder constituents (e.g., government agencies, petroleum companies and operators and civil society representatives), convene EITI Working Group to review obligations under EITI and establish terms of reference (TOR).	Achieved. Working Group's first meeting held May 15, 2007; monthly meetings held subsequently; Group's TOR agreed in September 2007.	EITI Coordinator	Minimal, to be borne by meeting host	Regular meetings of EITI Working Group to discuss and guide EITI implementation
2b. Develop and publish an EITI work plan and implementation schedule	Develop a publicly available EITI work plan that outlines activities for EITI implementation (in the first instance, through a first EITI report and validation cycle). Work plan is dynamic and will be updated as necessary. There will be a press release on the launch of EITI Work plan end of September.	Make work plan publicly available by the end September 2007. Public comment on work plan welcome on ongoing basis.	EITI Working Group	Main cost is time and effort of EITI Working Group	Publicly available EITI work plan, which will be updated periodically
2c. Identify sustainable sources of financing for EITI implementation	Secure government budget and/or EITI Multi-Donor Trust Fund (MDTF) financing and investigate other sources of financing to support EITI implementation; prepare budget justifications and/or MDTF grant agreement proposal for submission	Submit proposal to World Bank for EITI Trust Fund support by 30 October 2007. $ 15,800 transition budget funds secured for EITI activities to be supplemented by FY2008 and FY 2009 state budget funds also.	EITI Working Group	Main cost is time and effort of EITI Working Group	Sustainable revenues to support EITI implementation
2d. Establish local EITI Secretariat	Agree ToRs for Secretariat staff person and recruit and appoint staff person to support EITI Working Group	Appointment by Q1, 2008	Focal Point – recruitment supported by Ministry of Natural	$123,200. Breakdown:	Coordination and secretarial support for the EITI National Working Group

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			Resources and EITI Working Group	Q4 2007: $15,800 2008: $ 61,200 2009: $46,200	
OBJECTIVE THREE: REMOVE OBSTACLES TO IMPLEMENTATION OF EITI/CAPACITY BUILDING AND OUTREACH					
3a. Review of legal framework to identify potential obstacles to EITI implementation	Review legal framework to identify any possible obstacles to EITI implementation. Determine procedures to promote EITI compliance.	1-2Q, 2008	EITI Coordinator / EITI Working Group	$30,000	Legal/regulatory/contractual framework free from obstacles
3b. Capacity building/training for civil society (including media) on EITI and petroleum sector issues	• Workshops and training sessions in Dili and the Districts on specific issues of interest, informational sessions, Model PSC explanation, Petroleum Regime, Petroleum Fund etc. • Assist Civil Society to identify specialist training courses and possible sources of funding to participate. • Recruit international specialists to deliver focus groups and training sessions on extracting industries related issues.	Over the course of 2008-2009, beginning Q1, 2008	EITI Working Group	$40,000	Better understanding of EITI and petroleum sector issues and operations in Timor-Leste by civil society; civil society groups also run their own programs in this regard. Build confidence in the civil society. Support Civil Society to better understand extracting industries related issues.
3c. Capacity building/training for and from industry on EITI and petroleum sector issues.	• Workshops and training sessions in Dili (University and High School) on specific issues of interest, informational sessions, etc. • Information and discussion among industry in relation to EITI.	Ongoing	Industry/EITI Working Group	Time and effort of the industry and Working Group.	Better understanding of EITI issues in the industry.
3d. Capacity building/training for government on EITI and petroleum sector issues	Lectures, workshops and training sessions for Civil Servants, Members of Parliament etc. (e.g., lecture held in MNRMEP for staff of DNPG, DMM and DP May 07, Tasi Timor Film on Petroleum Fund shown in March 07).	1- Over the course of 2008-2009, beginning 1Q, 2008	EITI Working Group	$30,000	Better understanding of EITI and petroleum sector issues and operations in Timor-Leste by government
3e. Outreach/ informational activities	• Seminars, TV and radio talk show, and press release/newspaper articles, web site, mailing list, etc.,	Over course of 2008-2009	EITI Working Group	▪ $30,000	Information on Timor-Leste petroleum sector more easily and widely available in Timor-Leste. Increased knowledge

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	workshops and film showing around the Districts to teachers, etc., production of information brochures, articles, etc. • Possible establishment of a publicly accessible Petroleum Resource Center (starting with Dili and expanding to Districts)			• Circa $100,000-200,000 if decide to pursue.	amongst general public.
3f. Build capacity to monitor the Estimated Sustainable Income (ESI)	• As production projections already are available in the budget papers, the WG will consider the extent to which more detailed technical calculations can be available for relevant stakeholders. • Consider a review of accessibility of information provided to the Parliament.	1-2Q, 2008	EITI Working Group/Secretariat	Main cost is time and effort of EITI Working Group/Secretariat	Increased capacity by various stakeholders about ESI.
OBJECTIVE FOUR: COMPLETE AND DISSEMINATE EITI REPORT					
4a. Develop a reporting template for the EITI report	EITI Working Group to discuss and agree on the design of the reporting template for the EITI report, with a view to ensuring that it is simple and easily comprehensible, while at the same time capturing all the necessary information. The group shall determine the data collection and reporting mechanisms by the government and companies to ensure that the independent consultant will receive the information needed. (Government and company information should be based on audited accounts to international standards.)	1Q, 2008	EITI Working Group and a Consultant	Time and effort of EITI Working Group, plus small consultancy for technical assistance, $5,000	Reporting template established and in use for EITI report
4b. Determine and agree the level of aggregation / disaggregation	The EITI Working Group will discuss and agree the level of aggregation / disaggregation to be included in the reports that appropriately protects	To be determined by EITI Working Group.	EITI Working Group.	Main cost is time and effort of EITI Working Group.	Agreed level of aggregation / disaggregation.

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	commercially sensitive information without compromising the public's right to information on both extractive industry payments and government receipts.				
4c. Decide terms of reference and recruit a consultant to determine whether the process and scope of preparing the Petroleum Fund Annual Report is consistent with the reporting template, ref. activity 4a.	• The EITI working Group will determine the terms of reference for the <u>independent</u> EITI consultant, who shall be credible, technically capable, cost efficient and trustworthy.	1-2Q, 2008	EITI Working Group	Main cost is time and effort of EITI Working Group	Terms of reference for EITI consultant finalized and consultant appointed
4d. EITI compliance report completed by consultant and agreed (or rejected) by EITI Working Group	• Consultant collects and analyzes processes, payment and revenue data for Timor-Leste associated areas as defined by the Terms of Reference of the Working Group; • The consultant submits the compliance report to the EITI Working Group for review; the EITI Working Group reviews the report and goes back to the consultant for any clarifications and, where necessary amends reporting format to meet requirements; • EITI Working Group formally accepts (or rejects) report.	3-4Q, 2008	Consultant	$75,000-$100,000	EITI compliance report submitted by consultant to the EITI Working Group; EITI Working Group accepts (or rejects) the report
4e. Publish and disseminate EITI compliance report and submit it to Government	• EITI report posted on government, EITI, and other web sites; EITI report highlighted widely in local media (e.g., popular version of the report, via newspaper articles, on radio, in La'faek, etc.)	4Q, 2008	EITI Working Group/Secretariat	$30,000	EITI report publicly available and widely disseminated in all 4 languages (Tetum, Portuguese, Bahasa Indonesia and English)

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	• EITI Working Group also to develop a wider dissemination strategy for the EITI report (e.g., informational sessions or workshops in the Districts and Dili to explain the findings of the EITI report, etc.). Stakeholders should be given the opportunity to discuss, evaluate, and interpret the results.				
OBJECTIVE FIVE: VALIDATION OF EITI IMPLEMENTATION					
5a. EITI Validation	EITI Working Group to select validator from approved list provided by the international EITI Secretariat in Oslo. Validator undertakes validation of EITI implementation in Timor-Leste in accordance with the EITI Validation Guide, and submits validation report to the EITI Working Group, government, and EITI Board for approval (or rejection).	2Q, 2009	EITI Validator, working with the relevant companies, civil society, and government stakeholders/ members of the EITI Working Group.	Government to pay for validation (in accordance with EITI process), estimate $10,000	Validation report submitted to EITI Working Group, government, and EITI Board and agreed (or rejected)
5b. Publication and dissemination of EITI validation report	• EITI validation report posted on government, EITI, and other web sites; EITI validation report highlighted widely in local media (e.g., via newspaper articles, on radio, in La'faek, etc.) • EITI Working Group to develop a dissemination strategy for the EITI validation report (could include holding informational sessions or workshops in the Districts and Dili to explain validation report, etc.).	3Q, 2009	EITI Working Group	$15,000	Validation report publicly available and disseminated in all 4 languages (Tetum, Portuguese, Bahasa Indonesia and English)
TOTAL COST			**Estimate: $413,200 (not including petroleum resource center)**		