

**MEETING MINUTES**

**January 10th, 2018**

**EITI-TL Secretariat, Farol, Dili**

**Participant Members**

Angelina Branco	Eni Country Representatives
Helio Dias da Silva	Habernan
Agostinho G. Ramos	MoF/ DNPMR
Filipe Nery Bernardo	Petroleum Fund Analyst- MoF
Dulce Natalia	ANP

**Alternatives, and Non-Voting**

**TL-EITI Secretariat:**

Elda Guterres da Silva	National Coordinator
Trifonio Flor Sarmento	Outreach Officer
Octavio Jordão de Araújo	Adviser
Abelina Emilia do Rosario	IT Officer

**Absent:**

Antonio dos Santos	Woodside Country Representative
David de Araujo	ConocoPhillips External Relations
Fernando Carvalho	Chief of Account BCTL
Henrique Monteiro	TIMOR GAP E.P
Timoteo T. Pires	BCTL
Tobias Ferreira	BCTL
Jose Lobato	Country Manager ConocoPhillips Timor-Leste
Sabino G. Fitun	Core Group Transparency (CGT)
Martinha da Silva	Feto Hadomi Familia (FHF)

**Meeting opened at 9.30 AM.**

#### **1. Approval of the agenda**

The MSG agreed to the agenda of the meeting.

#### **2. Discussion of 2nd Validation, 11 January 2018**

The MSWG discuss on the preparation and schedule for upcoming Validation. The National Secretariat has not yet received updates from International Secretariat on a possibly country visit and agenda for the Validation. Minutes of meetings and other published documents will be used as references to assist this Validation. MSWG constituents expressed their cooperation with EITI Secretariat and Validators during Validation procedures.

#### **3. Discussion of 2018 Work Plan (WP)**

Throughout 2017, some EITI activities are not performed according to the established schedules because of the election period in the country. It is expected the reintroduction of these activities in this year's WP. Stakeholders suggested TL-EITI Secretariat to draft a realistic work plan in accordance with budget and Timor-Leste government's annual plan. Stakeholders also requested the National Secretariat to establish stipulated timeline for the upcoming EITI activities rather than determining exact date for its realization. This excludes International Secretariat's programs which have had defined deadlines. This concerns with fixed dates may influence stakeholders' availability to participate in EITI programs. Many occasions from the previous year resulted instakeholders' inability to participate EITI activities due to schedule conflict with their official duties.

TL-EITI Secretariat will design new format of the 2018 Work Plan and this WP will highlight objectives which considered important for implementing activities under each objectives. It will also include a proposed time range for each activity. This format will replace the priorities subscribed in previous Work Plans with common purpose/objectives.

MSWG agreed with the proposed change of Work Plan. The stakeholders will review the new WP once received the draft from the TL-EITI Secretariat.

#### **4. Discussion of Independent Administration (IA) Performance Evaluation**

The TL-EITI proposed MSWG to establish evaluation team to evaluate latest IA's performance on EITI reporting process. MSWG agreed on the proposal and acknowledge the importance of the assessment for the future reconciliation report. Suggestion proposed by MSWG to the Government to hire IA's for an extended amount of time, said three years' contract but subjects to annual performance evaluation. MSWG noticed from previous experiences on the delays of reconciliation which caused by tender/contract procedure held annually. This subject will be discussed thoroughly in upcoming meeting in order to discuss ToR's for IA and to delegate MSWG members to undertake the assessment.

#### **5. Discussion of Open Data**

The MSWG constituents were informed that the Requirement 7.1b on open data policies had come into force. In this regards, Timor-Leste shall also consider the publication of data summaries (excel format) for 2014 and 2015 EITI reports. MSWG and reporting entities requested National Secretariat to hold over the said publication as they will consult with their organization's data provider for approval.

#### **6. Schedule next meeting**

Agenda for upcoming meeting is set to discuss about WP 2018 and IA's evaluation process. No fixed date is scheduled for the meeting.

The Chair declared the meeting closed at 11:35am.

Minutes approved and signed by:

(Name)


(Signature)

1.

Filipe Nery Bernardo



2.

Helio Dias Baston 

3.

Agustinho G. Ramos 

4.

Angela b. Branco 

5.

Dulce Natalia S. da Silva 