

Timor-Leste EITI National Working Group

MINUTES

15 October 2009

9:30 – 11:06

EITI Secretariat Office

Belarmino Lobo, Bidau Lecidere, Dili, Timor-Leste

Participants

Members*

Carlos Florindo	ETADEP, CSO Representative
Viriato Seac	CSO Representative
Angelo Lay	ANP
Brendan Augustin	Deputy Country Manager for Sunrise (Woodside)
Peter Smith	ConocoPhillips, Timor-Leste Country Manager
Florencio Fernandes (Alternate)	Eni Timor-Leste, Dili Office Manager
Mericio Akara	CSO Representative Luta Hamutuk

Alternatives, Non-Voting, and Observers

Cristina Costa, Alternate	Conocophillips
Elda Guterres da Silva	Secretariat EITI, Finance and Administration Officer
Trifonio Flor Sarmento	Assistant Outreach Coordinator & Finance and Administration Officer for Secretariat EITI
João Demetrio Xavier,	Petroleum Tax Division MoF
Abdur Rahman Khan	Advisor, Petroleum Tax Audit
Filipe Nery Bernardo	Petroleum Fund Analyst- MoF
David Hook	World Bank
Honesia Araujo	ANP
Francisco Lemos dos Santos	Corporate Relations Advisor Woodside
Nuno Alves	ANP

Absent:

Tony Heynen	Eni Timor-Leste, Country Representative
Vidar Ovesen	Fiscal Policy and Petroleum Fund Advisor, Ministry of Finance (MoF)
Cipriana Tita Sousa	ANP
Venancio Alves Maria	Executive Director, Banking and Payments Authority (BPA)
James Kernaghan	External Relations & Comms Mgr, Eni Australia
Manuel de Lemos	Focal Point EITI

Chair By: Angelo Lay ANP

Introduction

Agenda for the meeting

- 1) Review previously Minutes of the Meeting on 30 September 09
- 2) Up date on Timor-Leste EITI Report
- 3) Up date on Contract of the validator
- 4) Socialization EITI report
- 5) Other Business
 - Outreach Coordinator
- 6) Set up for Next Meeting (re-confirm when the report is ready in hand)

1) Review Minutes

Working Group (WG) reviewed and approved the minutes meeting on 30 September 2009.

2) Up date on Timor-Leste EITI template Report

The Chairman informed the Working Group that the Timor-Leste EITI report is still pending due to a minor discrepancy between the reported figures by the Government and the Industry. The Chairman also informed the Working Group that the matter is currently in the process of being resolved by the Government (ANP), Industry, and Deloitte.

It was also discussed that considering the time constraint, the Working Group proposed to have the expected EITI report by third week of October with a note to be provided in the report regarding the discrepancy. The CSO and Government (MoF) raised a concern on the matter because the concerned report must be a clean set of report, i.e. there is no discrepancy at all. It was agreed by the Working Group that the parties (Government, Industry and Deloitte) are to resolve the concerned matter by COB Friday 16 October 2009. In the even of the concerned matter is not resolved, the Working Group through the Chairman is to notify the Deloitte to issue the EITI report with a note explaining the discrepancy in the report.

3) Up date Contract of the validator

The Chairman informed the Working Group that the contract is ready to be signed between the Coffey International Development as the EITI Validator and the Secretary of State for Natural Resources, which is expected to take place on 20 October 2009. The Validator is expected to visit Timor-Leste in early week of December to assess the implementation of EITI principles in Timor-Leste. The Validator is expected to provide its draft report by the end of December and the final report is expected by the end of January 2010.

4) Socialization EITI report

The Working Group discussed the proposed plan for the upcoming socialization in 13 districts provided by the EITI Secretariat. The proposed plan would take between 7 upto 16 days, which is considered as not possible for the Group members to be absent from their office for such a long time. The Working Group then requested the EITI Secretariate to provide more scenarios on the socialization process by considering time and resource allocation (e.g. cost), as follows:

- 1) The socialization would be done on regional level-centralized all participants in one district from (Eastern part in Baucau covering Lospalos, Baucau, Viqueque, Manatuto, and Manufahi; Central part in Aileu covering Aileu and Ainaro) and Western part in Maliana covering Liquica, Ermera, Maliana, and Suai). The concern raised by EITI Secretariat on this option is that the cost will be too high since there is a need to pay for accommodation, transportation and catering for all participants.
- 2) To setup a small group of 3 to 4 people, consist of the representative from 3 pillars . The groups will be travelling to the 13 districts with a more achievable timetable.

The Working Group acknowledged the concern raised by CSO representative on the timing required to review the expected EITI report and to translate it into 3 languages.

The fund for upcoming socialization will be covered by WB. In that regards, WB requires to review the entire socialization activities plan, an update agenda, allocation of budget to each district, and so on.

WB also will fund for the translation of the EITI report, however, it requires to comply with the WB's procurement policy that is at least 3 company to submit quotations. The WB will then select and award the contract to a company to perform the printing service.

5) Other Business

- ToR for Outreach Coordinator

A revised draft of the ToR for the Outreach Coordinator was presented to the WG. The WG agreed to add more information to attract the potential candidates :

- 1) Rate of remuneration per annum to be stated in the job advertisement
- 2) Change the duration of the contract from 3 months to 12 Months with 3 months probationary period.

It was agreed by the Working Group that the task for the upcoming Outreach Coordinator is to emphasize on outreach activities with support to the financial administration areas.. The incumbent is required to work closely with the Finances Administration under the EITI Secretariat. The Working Group requested the Government (MoF) to revise the ToR and circulate a new draft to the Working Group members.

6) Next meeting

The Next meeting is schedule on 28 October 2009 at 9:30 till finishing, held in the EITI Secretariat Office next to Xanana Reading Room, Rua Belarmino Lobo, Lecidere.