

Timor-Leste EITI National Working Group

MINUTES

18 July 2011
10:00 – 11: 47

Secretary of State for Natural Resources Office
1st Floor Fomento Building Mandarin

Participants Members*

Manuel de Lemos	National Coordinator EITI
Tony Heynen	Eni Timor-Leste, Country Representative
Carlos Florindo	ETADEP, CSO Representative
Martinha da Silva	Director FHF

Alternatives, and Non-Voting

Angelina Branco, Alternate	Eni
Filipe Nery Bernardo, Alternate	Petroleum Fund Analyst- MoF
Elda Guterres da Silva	Secretariat EITI, Finance and Administration Officer
Trifonio Flor Sarmento	Assistant Outreach Coordinator & Finance and Administration Officer for Secretariat EITI

Observers

Absent:

Remigio Viera Laka, Alternate	CSO Representative FSG
Jose Lobato	Deputy Country Manager ConocoPhillips Timor-Leste
Angelo Lay	ANP
Mericio Akara	CSO Representative Luta Hamutuk
Brendan Augustin	Country Manager for Sunrise (Woodside)
Fernando da Silva, Alternate	Chief Accountant –BPA
Venancio Alves Maria	Executive Director, Banking and Payments Authority (BPA)
João Demetrio Xavier	Petroleum Tax Division MoF
David Hook	World Bank

Chair By: Manuel Lemos National Coordinator EITI

Agenda for Discussion

- 1) Review and approve meeting minutes on 13 April and 17 June 2011
- 2) Draft Timor-Leste ToR
- 3) upcoming Dissemination TL-EITI II Report
- 4) Popular Version TL-EITI Report
- 5) Other Business
- 6) Next Meeting

1 Review and approve meeting minutes on 13 April and 17 June 2011

Minutes on 17 June approved with some minor amendments as follows:

- 1) Corrected the minutes' month from July to June
- 2) WG noted that the list of participant needs to be updated to reflect the actual membership of EITI WG as well as their positions. It was also agreed that in the occasion of a representative member cannot attend the WG meeting, only the appointed alternate can attend the meeting on his/her behalf.
- 3) The WG welcome other non-members or alternates to participate in the meeting, however, they need to inform EITI Secretariat and to get the approval from WG not less than one week prior to the meeting.
- 4) On this matter, the EITI Secretariat will soon circulate a memo to all pillars to review its respective representative in the EITI WG, in respect to CS the letter will be addressed to NGO Forum to review

Minutes on 13 April

Minute on 13 April revised by Government Entity (GE), therefore, they propose to WG to review and approve it through via mail. It was accepted.

Action : Secretariat EITI will re-circulate the revised minutes to WG

2 Draft Timor-Leste ToR for Aggregating Body

WG have agreed on the following:

- 1) Remove word "Reconciler" and only use term "Aggregating Body" throughout the document
- 2) Remove word "Materiality" which is not applied in template report itself.
- 3) Remove paragraph "d" in the Scope of Work which read "[A sample of non-material to review.]".
- 4) Produce report into 3 Languages: English, Portuguese and Indonesia
- 5) The initial contract will be for 1 year with possible of extension up to maximum three years
- 6) Remove word "aggregate" from Scope of Work - item ii.

The EITI Secretariat will circulate the revised ToR for Aggregating Body to WG for review and comments.

3 Upcoming Dissemination TL-EITI II Report

WG agreed to:

1. continue the dissemination in regional level as previously planned, however with change of location from Aileu District to Suai District. The other location such as Oecusse, Baucau and Liquica remain.
2. conduct the dissemination in September 2011. The details of the dissemination program ie. districts, dates, and delegations will be circulated by the EITI Secretariat
3. there will be only one presentation on the EITI report and implementation progress in Timor-Leste, however, each pillar should stand ready to respond to any questions or issues related to their respective organizations.
4. accept CS proposal to assign 2 or 3 CS members to participate and to facilitate the dissemination process
5. invite high level government official ie. SERN or MoF to address any questions or issues related to government's overall policy and any specific issues such as budget execution, etc

4 Popular version TL-EITI

A handy and simplified popular Tetum version of TL-EITI should be produced and ready for distribution during the upcoming dissemination of the 2nd report.

The EITI Secretariat will circulate the draft popular Tetum version for WG's review and approval.

5 Other Business

Chair updated the WG on the preparation for the upcoming Conference "*BEYOND EITI: TIMOR-LESTE'S TRANSPARENCY MODEL*" Extractive Industries Transparency Initiative (EITI), Asia Pacific Regional Conference that will be held at the Dili Convention Centre, on 25-27 August 2011.

The event is co- chaired by Ministry of Finance and SERN with collaboration with Ministry of Foreign Affairs, Ministry of Infrastructure and Ministry of Tourism Commerce and Industry.

The World Bank, NORAD and Industry have expressed their intention to support the event financially and logistically.

6 Next meeting

The next meeting will be on 16 August 2011, at 10:00 till finishing held in the Secretary of State for Natural Resources, 1st Floor Fomento Building Mandarin.