

# Timor-Leste EITI Multi Stakeholder Group

## MINUTES

27 April 2012

09:30 – 11:41

Farol Office

### Participants

#### Members\*

Carlos Florindo	ETADEP, CSO Representative
Martinha da Silva	Director FHF, CSO
João Demetrio Xavier	Petroleum Tax Division, MoF
Elda Guterres da Silva	National Coordinator EITI
Mericio Akara	CSO Representative Luta Hamutuk
Angelo Lay	ANP
Brendan Augustin	Country Manager for Sunrise (Woodside)
Angelina Branco,	Eni country Representatives
Jose Lobato	Country Manager ConocoPhillips Timor-Leste
Tony Heynen	Eni Timor-Leste, Country Representative

#### Alternatives, and Non-Voting

Filipe Nery Bernardo,	Alternate Petroleum Fund Analyst- MoF
Trifonio Flor Sarmiento	Outreach Officer
Sonia Boavida	Assistant Officer for EITI
Remigio Viera Laka,	Alternate CSO Representative FSG

#### Absent:

Fernando da Silva, Alternate	Chief Accountant –BCTL
Venancio Alves Maria	Executive Director, PF Department, Central Bank of TL (CBTL)
David Hook	World Bank
Francisco Lemos	Conocophillips

#### Observers

**Chair by:** Elda Guterres da Silva      National Coordinator EITI

## Agenda for Discussion

- 1) Review meeting Minutes on 30 March 2012
- 2) Update Aggregator Body process to produce 3rd and 4<sup>th</sup> report
- 3) Update TL-EITI progress report year activity 2011
- 4) Continue review Work plan
- 5) Other business
- 6) Next Meeting

### 1. Review Minutes on 30 March 2012 approved subject to mini revision

- In page 2 on section **2 update bidder evaluation** remove first paragraph to avoid duplication phrase which already addressed in the previously minutes.
- Page 4 on Section **3 update work plan** Industry proposed to remove the sentence as following:
  - **Industry commits to contribute some finances support capacity constraint for Industry** and replace the phrase to read as following **Industry considering to support capacity building in the future and they will have further discussion internally.**

### 2. Update Aggregate Body to produce 3<sup>rd</sup> and 4<sup>th</sup> report

Secretariats inform that the Aggregate Body (AB) has submitted their staff and schedule activities to conduct their assignment as following:

Staff members consist of:

No	Staff
1	Paul Stockton
2	Ben Toorabally
3	Radhouane Bouzaiane
4	Dian Perawati
5	Rita Freitas

The schedule activity:

No	Activity	Month
1	Inception period	07 May 2012
2	Draft report	18-25 June
3	Final Report	02 July

But Gov entity noted that base on previously experience in progress of prepared 1<sup>st</sup> and 2<sup>nd</sup> report it might take time., therefore Gov strongly proposed to all entity to cooperate and to ensure that all reliable data and information are available for them to collect and analyze.

Industry informed that there are three major Companies exist in Timor-Leste but their account and data are not available in Dili, mostly in their headquarter in Perth. Hence, they suggested that AB could start to send directly an email to each industry for basic information or data.

Industry also noted that small companies such as Reliance and PETRONAS are no longer exist, then potential issue would be how to obtain information from respective companies. ANP in this case will assist further.

MSG noted one of their local team is Rita Freitas who station in Dili. Gov entity suggested to have pre meeting with AB local staff with the ANP and Tax Division in order to equip her in advance.

Recently Secretariat received a revised contract from AB for consideration and seek signature from Mr. Alfredo Pires, Secretariat of State for Natural Resources.

**Action: Secretariat** will inform AB they either send email directly to each entity or delegate their local team to have pre meeting with relevant entities implementing the EITI for information before commencing their assignment. Also, prepare the contract to seek both signature between AB and SERN.

AB also asked the Secretariat to provide following details:

1. The structure of the entity implementing the EITI in Timor-Leste;
2. A complete list of the Extractive Companies included in the reconciliation scope for both years (2010 & 2011);
3. A complete list of the Governmental Bodies included in the reconciliation scope for both years (2010 & 2011);
4. Contact details of the focal points for each entity (Extractive Companies & Governmental Bodies) including:
  - Name, job title, telephone, email address; and
  - Full address of the concerned entity.
5. The scoping study carried out by TLEITI to determine the reconciliation scope for 2010 and 2011. This will include reports on the extractive sector in Timor-Leste, minutes of MSG (or Steering Committee) meetings approving the reconciliation scope and reporting templates;
6. The ‘Guidelines for Reporting to EITI Aggregating Body’ stipulate that reporting should be made annually in conjunction with the Government financial year end and must be received within 2 calendar months after the year end. Could you please let me know the status of the reporting from the Companies and Governmental Bodies and whether the reporting templates are lodged electronically?
7. In case the reporting templates are sent electronically, please send me all received reports from Companies and Governmental Bodies

Mostly question 1 out of 7 have response by Secretariat except no 7 is out of our responsibility

MSG has agreed to have meeting with AB on 7 May 2012 before they comment their assignment.

### **3. Update TL-EITI progress report year activity 2011**

Secretariat informs that this draft TL EITI Progress report is under way and the hard copy have handed to Mr. Pires a couples week ago for further revise and comment but MSG also suggest to circulate via mail for their input and comments.

### **4. Continue Up date Work Plan**

MSG have continue review & discuss this WP furthermore agreed as following :

**3. C activity** in Column Five **Estimate Cost and Source Funding** only place (time and effort by Industry), But industry inform that in the future they can organize and conduct separate capacity building amongst Industry either conduct 3 or 6 monthly basis.

**3. E activity** in Column two remove no 4. Establishment of the Petroleum Resources Centre in Dili and expand to the Districts as Eni already have a commitment with ANP.

**3. F and 4. C activities** will be rewords by Government entity

**4. D activities** in column five **Estimate Cost and Source Funding** remove \$ 85.400-250.000 and change to the \$ 60.000 pa.

As the time is limited MSG agreed to continue review in next meeting

**Action:** Secretariat will update work plan and take to MSG for continue review and revise

### **5. Other Business**

- 1) Mr. Tony Heynen Country Representative from Eni is leaving Timor-Leste and Ms. Angelina will be successor for Industry, The MSG thanked him for his excellent effort and contribution over the last 3 years and MSG welcome MS. Angelina.
- 2) Establishment of TL-EITI local website  
Secretariat is seek to engage with local enterprise to develop and design TL-EITI website, this website will contain as following:
  - Meeting Minutes of MSG
  - TL-EITI report and Validation report
  - Opening tender for AB, Validator and Printing service
  - Work plan
  - Gallery
  - Beyond EITI
  - Link
  - Contact so forth

### **6. Next Meeting**

The next MSG meeting will be on 27 May 2012, at 9:30 AM until finishing held in Farol Office.