

MEETING MINUTES

02 December 2021

TL-EITI Secretariat, Farol, Dili

Participant Members

Agostinho Ramos	MoF - Tax Authority
Agus Tilman	ANPM - Director of Commerce
Angelina Branco	Eni Country Representative
Ângelo Lay	Carnarvon Petroleum Timor Country Liaison Adviser
Antonio dos Santos	Woodside Petroleum Country Representative
Deolinda de Sousa	TIMOR-GAP EP – Accounting Senior Officer
Estefanus Coli	CSO - MDI
Ezaquiel da Costa Babo	TradeInvest Director of Investment Promotion
Feliciano Soares	Timor Resources Senior Accountant & Finance Manager
Filipe Nery Bernardo	Petroleum Fund Analyst
Francisco Alegria	TIMOR-GAP EP (Observer)
Reinalda Pires	SANTOS Timor-Leste
Dr. Rui Matos	Ennst and Young Ltd.
Jenette Carvalho	Woodside Representative
2 Representatives for Florencio Sanches, Executive Director of SERVE, IP	

TL-EITI Secretariat:

Elda Guterres da Silva	National Coordinator / Technical Specialist
Octavio Jordão de Araújo	Adviser
Abelina Rosario	Database Officer

Newly appointed TL-EITI staff members by MPM :

Agostinho Carvalho Ximenes	Technical Officer
Fernando Fontes dos Reis	Technical Officer
Gabriel J. M. B. de Oliveira	Technical Officer
Maria Pinto Xavier de Almeida	Technical Officer
Vanessa V. T. G. Ribeiro	Technical Officer

Meeting opened at 9.30 AM.

1. Approval of the agenda

The meeting agenda was approved by MSG members.

2. Approval of document

No document was approved in the meeting.

3. Discussion of TL-EITI Report for the FY 2019

The meeting began with the introduction of participants including new supporting staff members for TL-EITI and some constituency's representatives. It was held to discuss with the recently hired Independent Administrator (IA), Ernst & Young Audits & Asociados, S.A., on the milestones and schedule of the current reporting processes. The MSG were informed that the request for extension of the 2019 Report publication, was granted by the EITI Board for only 3 months.

The report should be published on March 2022. MSG are required to cooperate with the IA and National Secretariat on its preparation by acknowledging the short deadline.

The IA presented the key requirements that the MSG would require to publish in the next report and the steps of the reporting preparation for the said deadline. The IA proposed to commence with the preparation of the scoping study and the inception report for MSG review by the end of December. For the preparation of inception report, the MSG would have to decide the materiality threshold amount that will serve as the base for the financial conciliation. The MSG decided to consider a threshold of \$100,000.

MSG were also informed that for the upcoming TL-EITI report, some new Standard requirements shall be implemented e.g. contract transparency (Req. 2.4.). The TL-EITI has reported information based on 2019 EITI Standard since 2020. The other requirements such as Beneficial Ownership (Req. 2.5.) has been reported in the last published report and it will be validated in January 2022.

Furthermore, other information specifically occurred in Timor-Leste's extractive sector in 2019 that require transparent disclosure for public knowledge will be discussed between the IA and the relevant entities. The IA proposed to finalize the scoping analysis and inception report by the end of December (W4) which will include reporting templates for each constituency.

4. Discussion of the upcoming EITI Validation

The MSG has been informed that the first Validation under 2019 Standard for Timor-Leste will undertake in January 2022 following extension granted by the Board in mid-2021. The extension was requested due to implications from Covid19 pandemic situation and natural disaster that occurred in April 2021. The referred

Validation will utilize the new format of Validation Procedures. MSWG and National Secretariat will be validated into three separate categories: MSWG Oversight (Req. 1), Transparency (Req. 2-6) and Outcome & Impact of EITI Implementation (Req. 7). The templates for each categories have been shared for MSWG knowledge. The new procedure will use a scoring system in which the average proportion of the three categories will determine the country's classification of EITI implementation globally.

Furthermore, the MSWG were informed about the Pre-Validation virtual workshop which was encouraged by the EITI International for implementing countries to participate in order to assist MSWG and the Secretariat in responding the validation templates. Thus, it is decided that the National Secretariat will arrange the virtual workshop schedule/agenda with the EITI international in December. Due to time limitation, the agenda may be reduced from the previous one proposed earlier this year by the EITI International. The Secretariat will arrange the new workshop agenda for December and will inform MSG soon for any updates.

5. Upcoming Meeting

The next MSWG activity on pre-validation will be held in mid-December with the date to be determined with EITI International. The next meeting with the IA on the progress of the EITI report will be held between January or February 2022 except for any emergency discussions may be conducted virtually before the said date.

The Chair declared the meeting closed at 11:30 a.m.

Minutes approved by: MSWG members and participants of the meeting