



TIMOR-LESTE EITI MULTI STAKEHOLDER GROUP (MSG)

MEETING MINUTES

29th May 2026

09:45 AM – 14:30 PM

TL-EITI Secretariat, PBC, Díli

5th MSG Meeting

Participant MSG members/ Alternates:

Apolinario Leite	ANP/Government
José Manuel da Conceição	TIMOR GAP/SOE/Government
Francisco Alegria	TIMOR GAP/SOE/Government
Estevanus Coli	MDI/CSO
Dilma dos Reis de A. Fernandes	SANTOS Representative (Industry)
Carlito da Costa	HAK/CSO
Agostinho G. Ramos	ATTL/Government
Sandra Lay Ribeiro	Murak Rai Timor, E.P (SOE/Government)

TL-EITI Secretariat:

Emília de Jesus	TL-EITI National Coordinator
Agostinho Carvalho	Data Base Officer
Nikson M. Gusmão	Data Base Officer
Felismina Soares Coelho	Communication Assistant
Nerio De Jesus Nunes	Communication Assistant
Nercia M. A. Da Silva Sarmiento	Communication Assistant
Julio Martins	Media Officer

The Meeting started at 09:45 AM

1. Agenda

MSG meeting to review and approve the RFP and IA Contract document.

2. Introduction

The National Coordinator opened the meeting to welcome the participants representatives from Government (ANP/ATTIL), representative from State Own Enterprise (SOE/TIMOR GAP, MRT), representatives Industry (SANTOS) and Civil Society Organization (CSO), performed the agenda of the meeting to all participants to compile, and approve the RFP and IA Contract documents.

3. Result of the Meeting

At the meeting, The MSG members from each constituency share their opinions to complete the RFP document. Their opinions here as follows:

1. MSG from Government (ANP), informed the MSG members that, in accordance with the decision taken at the previous meeting, the forthcoming tender process would include provision for a Timorese national consultant. He further noted that the procurement threshold of USD 100,000.00 presented opportunities for Timorese nationals and enterprises.
 - The procurement process may involve initiating a tender with a restricted tender type, subject to the requirements outlined in the Request for Proposal (RFP).
 - Stipulated that the bidding process would follow a two-envelope procedure, wherein the technical proposal and financial proposal are to be submitted in separate, sealed envelopes.
 - Note:

One day before the meeting, in phone discussion with Timor Leste EITI national coordinator Emilia dos Santos de Jesus, Santos Country Manager José Lobato Gonçalves expressed that will not be able to join the meeting and Dilma Fernandes will represent Santos. In this phone discussion Santos expressed:

 - Understand aspiration to use Timorese nationals as independent auditor

The industry has experiences in developing local content that takes time in a gradual way.

- Expressed concern on using independent auditor that do not have proper experience.
 - Santos representative, Dilma Fernandes, in the meeting:
 - Expressed she will be more in listening mode.
 - Also asked the TL EITI National Coordinator for the list of Timor Leste national or enterprise for potential consultant /independent auditors.
2. Due to the absence most member representatives from the Industry constituency, the National Coordinator determined that reporting arrangements would remain unchanged, with the MSG continuing to produce an annual EITI report, consistent with previous years' practice.
 3. MSG from Government (ATTL), The tender process should prioritize consideration of companies that are duly registered and hold valid Tax Identification Number (TIN) permits.
 4. MSG from SOE/Government (TIMOR GAP) In the evaluation and quality assurance phase, it is essential that the accuracy and quality of language translation in the report are thoroughly reviewed and verified.
 5. MSG determine a timeline for bidding process.
 6. The MSG members have agreed to remunerate the Independent Administrator with a fee of USD 50,000.00 which encompasses the preparation of one report and updates to the transparency template in preparation for the next Timor-Leste validation.
 7. The MSG recommended that the National Secretariat confirm several aspects of the RFP document with Comisão Nacional de Aprovisionamento (CNA) prior to its publication.
 8. All input provided by MSG members present at the meeting has been incorporated into the RFP document. The MSG recommends that the National Secretariat finalize the document and circulate it amongst MSG members for review prior to publication.

The Chair Declared the meeting closed at 14: 30 PM.

Signature Page

Minutes approved and signed by MSG Member:

(Name)

(Signature)

1. Government Representatives

Apolinario Leite

[Signature]

2. Industry Representatives

Dilma fernandes

[Signature]

3. CSO Representatives

Esther coli

[Signature]

4. SOE Representatives

Francisco Alegria

[Signature]