

Observer Policy for EITI Committees

On 5 December 2022, the EITI Board decided on the following **revised** Observer Policy for EITI Committees.

Observer Policy for EITI Committees

The Board supports openness in committee deliberations in line with the EITI Openness Policy. Committees may decide that non-EITI Board members may observe committee meetings, provided that an observer is approved by the Chair of the concerned committee in advance and accepted by committee members attending the committee meeting. Non-Board members who wish to observe a committee meeting should send a request to observe the meeting to the EITI International Secretariat at least three days in advance of the meeting, to allow for approval ahead of the meeting by the Chair and consent by committee members attending the meeting.

Upon request and subject to approval by the Chair and consent by committee members, observers may regularly observe committee meetings without repeated approval by the Chair. Such observers must still provide three days' advance notice to the EITI International Secretariat to observe a committee meeting. When dealing with sensitive matters, the Chair can decide that certain agenda items are for committee consideration only.

Non-EITI Board members may also be invited to attend committee meetings, provided that an invitee is accepted by committee members attending the committee meeting. The EITI International Secretariat should notify committee members about the invitee and the scope of the invitee's potential participation at least three days in advance of the meeting, to allow for consent

by committee members attending the meeting.

Board members and alternates who are not members of the concerned committee are welcome to observe committee meetings and should notify the EITI International Secretariat of their intent to do so before a meeting takes place.

All observers and invitees taking part in a committee meeting should refrain from actively participating in the discussions but may intervene when requested by the Chair or committee members. When a committee makes recommendations to the EITI Board, it may decide to only take into account the views of committee members.

Colleagues of committee members who are assisting committee members with their committee work are welcome to attend committee meetings without actively contributing to the discussions. In the absence of the committee member, a colleague may intervene to convey a committee member's position on an item, although it is preferable if such positions are conveyed to the Chair in advance of committee meetings.

Consistent with the [EITI Openness Policy](#), committee papers are normally considered internal documents and are thus exempted from public access. Committee discussions are likewise considered non-public. The EITI International Secretariat should present this policy and the EITI Openness Policy to all observers and invitees and ensure they commit to the policies before attending committee meetings. Concerns about an observer's compliance with this policy or the EITI Openness Policy may be raised under the EITI's Policy on Voicing Concerns.