

15TH EITI BOARD MEETING, PARIS 1 MARCH 2011

Board paper 15-1

Draft Agenda

EITI International Secretariat Oslo, 14 February 2011

Tuesday 1 March, OECD Conference Centre

- 13:00 15-1 Welcome from Chair and adoption of agenda**
- 13:10 15-2 Report from Head of the Secretariat**
including follow-up on actions agreed in Brussels and update on progress on 2011 Workplan.
- 13:20 15-3 Validation**
Report from the Validation Committee.
Board paper 15-3-A Final validation report from Norway
Board paper 15-3-B Final validation from Central African Republic
Board paper 15-3-C Secretariat review for final decisions on compliance from Nigeria
Board paper 15-3-D Secretariat review for final decisions on compliance from Kyrgyzstan
Board paper 15-3-E Secretariat review for final decisions on compliance from Niger
- 14:10 15-4 Guinea – Request to lift voluntary suspension**
Board paper 15-4 Update on Guinea's request to lift suspension
- 14:20 15-5 Implementation and Outreach Progress Report**
Board paper 15-5 Implementation Report 14
- 14:30 15-6 Candidature applications**
Board paper 15-6-A Candidature assessment Guatemala
Board paper 15-6-B Candidature assessment Trinidad and Tobago
- 14:50 15-7 EITI Evaluation**
Board paper 15-7 Update on evaluation of the EITI
- 15:00 15-8 Approval of 2010 Audited accounts and Audit Report**
Board paper 15-8-A Final signed accounts - 2010
Board paper 15-8-B Audit Committee report
- 15:10 15-9 Budget proposal 2011**
Board paper 15-9 Amended Budget proposal 2011

- 15:20 15-10 Preparations for Members Meeting and Conference**
Board paper 15-10 EITI Rules Updates
- 15:30 15-11 Governance review –update**
Board paper 15-11 Governance review
- 15:40 15-12 EITI Rules revision – update**
- 15:50 15-13 Any other business**
- 15:55 15-14 Winding up of outgoing Board; Thanks to Board Members**
- 16:00 Ends**

Summary of action points agreed at previous meetings

Note: In Berlin the Board agreed to include, in future Board agendas, a summary of action points agreed at previous meetings and details on their current status.

14th Board meeting, 13-14 December 2010, Brussels

Agenda Item	Action	Status
14-2	The Secretariat to share the draft Terms of Reference for the Outreach and Candidacy Committee.	Completed
14-4	The Secretariat to suggest a policy on handling country requests to present statements before the Board.	Pending
14-4–A, B, C, D, E, F, G, H	The EITI Chair to write to the Government of the eight countries, informing them of the Board's decision and the remedial actions needed to achieve compliance ¹ .	Completed
14-4	The Secretariat and rules working group to consider the issues auditing of government revenues and materiality in their consideration of the rules revision.	Completed
14-6	The Chair to write to Guinea's Prime Minister, informing him of the Board's decision to approve the request, pending submission of a detailed work plan.	Completed
14-12	The Secretariat to share the draft progress report when available with Board members.	Pending
14-13	The Secretariat to invite stakeholders from other sectors to the EITI Global Conference in Paris.	Ongoing

13th Board meeting, 19-20 October 2010, Dar es Salaam

Agenda Item	Action	Status
13-1	The Secretariat to organise a Board meeting 13-14 December 2010 and to identify a location for the event.	Completed
13-3	The EITI Chair to write to the Presidents of Mongolia and Ghana, informing them of the Board's decision for Compliant status.	Completed
13-3	The EITI Chair to write to the EITI Champions of Kyrgyzstan, Gabon, Nigeria and Cameroon, informing them of the Board's decision to recognise them as Candidates that are 'close to Compliant' and of the remedial actions needed to achieve Compliance.	Completed

¹ Democratic Republic of the Congo, Kazakhstan, Mali, Mauritania, Niger, Peru, Republic Congo and Sierra Leone.

13-3	The Chair will continue to seek a meeting with the President of Nigeria.	Pending
13-4	The EITI Chair to write to the EITI Champions of Togo and Indonesia, informing them of the Board's decision for Candidate status.	Completed
13-4	The EITI Secretariat to draft ToRs for a Board outreach and candidate committee.	Pending
13-4	Michel Roy was invited to contribute to the proposal for Board involvement in developing outreach strategies.	Pending
13-6	The EITI Secretariat to hire Scanteam to conduct the EITI evaluation but at a reduced price.	Completed
13-7	The Working Group on Incentivising to provide refined recommendations for discussion at the 13-14 December 2010 Board meeting.	Pending
13-9	The Working Group on Civil Society Participation to finalise its policy recommendations for approval at the next Board Meeting, and to submit its final paper well in advance of the meeting.	Pending
13-10	The Working Group on Reporting, Social and Barter payments to refine its recommendations for discussion at the next Board Meeting, highlighting any proposed changes to the EITI Rules.	Pending
13-11	Board members to submit any comments on the 2011 workplan in writing.	Completed
13-12	The Finance Committee with the Secretariat to establish a reserve fund.	Completed
13-12	The Finance Committee to conduct a revenue review assessing long-term financial needs of the Secretariat.	Pending
13-13	Stakeholders to assist in seeking financing for the Paris Global Conference.	Ongoing
13-14	The Secretariat to seek individual contributions from Board members for the 2009-2011 Progress Report.	Ongoing
13-15	The Governance Committee and the Secretariat to develop the ToRs for and start a governance review.	Pending
13-16	Supporting countries invited to lobby Kazakh embassies for endorsement of the EITI in the OSCE Astana Summit Declaration	Ongoing
13-16	The World Bank to submit a written note on MDTF progress.	Pending

12th Board meeting, 15-16 April 2010, Berlin

Agenda Item	Action	Status
12-1	The Secretariat to include a summary of action points agreed at previous meetings, and details on their current status in future Board agendas.	Completed
12-2	The Secretariat to establish terms of reference for each working group and to convene meetings in advance of the next EITI Board meeting.	Completed
12-3	The EITI Chair to write to the President of Sao Tome e Principe, informing him of the rationale for the Board's decision, and encouraging Sao Tome e Principe to reapply once the previous barriers to effective implementation had been corrected.	Completed
12-4	The EITI Chair to write to the Prime Minister of Mongolia, informing him of the Board's decision and the steps needed to achieve compliance.	Completed
	The EITI Chair to write to Head of State from each country as set out above ² . The Secretariat to make these letters publically available.	Completed

11th Board meeting, 9-10 February 2009, Oslo

Agenda Item	Action	Status
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² Cameroon, Gabon, Ghana, Kazakhstan, Kyrgyzstan, Nigeria, Timor Leste, Yemen, Niger, Republic Congo, Madagascar, Mali, Mauritania, Democratic Republic of the Congo, Sierra Leone, Peru, Equatorial Guinea.

11-2	The Chair to send out letters to each country with a 9 March and 12 May deadline as soon as possible to confirm the Board's consensus and to remind countries about the process for requesting extensions if they did not expect to complete Validation by the deadline.	Completed
	The Secretariat to develop a media strategy on deadlines.	Completed
	The Secretariat to develop terms of reference for a review of validation procedures to be undertaken over the summer. Board members invited to provide comments on improving the EITI methodology.	Completed
11-3	The Secretariat to work with stakeholders towards a solution of Validator selection in Congo.	Completed
11-6	The Chair to write a letter to Yemen to explain that a decision will be taken with the other applications, and encouraging the process to continue.	Completed
	Secretariat to write a letter to Madagascar also explaining that a decision on their extension application will be taken with the other applications, and encouraging the process to continue.	Completed
	The Validation Committee to prepare a paper covering all extension applications for consideration at the Berlin meeting.	Completed
11-7	The Chair to write welcoming Afghanistan as the 31st EITI Candidate country.	Completed
	The Chair to write welcoming Iraq as the 32nd EITI Candidate country.	Completed
	The Secretariat to publish media announcements in Afghanistan and Iraq candidate status.	Completed
11-8	Board members to provide additional nominations for consideration by the Nominations Committee.	Completed
11-9	The Secretariat to convene a working group on the participation of CSOs in the EITI, with a first meeting at the Berlin Board meeting.	Completed
	The Secretariat to convene a working group to draft a discussion paper for the Berlin Board meeting and to organise a forum on incentivising compliant countries at the Berlin Board meeting.	Completed
	The Secretariat to convene a working group on outcome indicators.	Completed
	The Secretariat to update and distribute the policy paper.	Completed
11-10	The Secretariat to propose how impact can be measured in the Progress Report reflecting the conclusions of the outcome indicators working group.	Ongoing ³
11-11	Board members are invited to propose a place and time for the next Global Conference.	Completed
	The Secretariat to pursue Paris, Jakarta and Accra as Conference locations.	Completed
11-12	The Secretariat to circulate two autumn Board meeting dates for Board decision.	Completed
	The Secretariat to find an autumn Board meeting location, also considering Nouakchott.	Completed
	The Secretariat to allow for sufficient time for Validation discussions in the Berlin Board agenda.	Completed

³The Working Group has prepared a report for the Dar es Salaam meeting