

Validation Committee Terms of Reference

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1. Background

The EITI Board agreed to establish a Validation Committee to oversee the Validation process (Board Circular 210).

Validation is the EITI's quality assurance mechanism and an essential feature of the EITI process. It serves to assess performance and promotes dialogue and learning at the country level. It also safeguards the integrity of the EITI by holding all EITI implementing countries to the same global standard.

On 17 June 2019, the EITI Board approved the 2019 EITI Standard including a Validation procedure (section 5 of the 2019 EITI Standard).

2. Responsibilities

With support from the EITI International Secretariat, the Validation Committee shall:

1. Make recommendations to the EITI Board on the elaboration of the Validation procedures in accordance with the EITI Standard, including: (1) a standardised procedure for data collection and stakeholder consultation by the EITI International Secretariat, and (2) Procedure for the procurement of Validators, including standardised terms of reference.
2. Oversee the Secretariat's data collection and stakeholder consultation activities.
3. Oversee the procurement of Validators.
4. Review validation Reports, including any feedback from multi-stakeholder groups, and make recommendations to the EITI Board on implementing countries' compliance with the EITI Standard.
5. Review the effectiveness of the Validation process and, where necessary, make recommendations to the Board regarding changes to these procedures. The Committee shall review and discuss feedback from Independent Validators and other stakeholders.

3. Committee composition

The members of the Committee were confirmed through Board Circular 278. The members are:

Implementing countries

1. Awa Marie Coll-Seck
2. Agnes Solange Ondigui Owona

Supporting countries

1. Sonia Le Bris
2. Timo Voipio

Civil Society

1. Cesar Gamboa
2. Mariya Lobachova
3. Cielo Magno
4. Brice Mackosso
5. Simon Taylor

Companies

1. Carlos Aranda
2. Alan McLean

On 7 August 2019, the Validation Committee agreed to appoint Sonia Le Bris as Chair of the Validation Committee.

The Committee will be supported by the EITI International Secretariat to fulfil its terms of reference. The contact persons at the International Secretariat are Alex Gordy (agordy@eiti.org) and Lydia Kilpi (LKilpi@eiti.org).

4. Committee policy on observers, quorum and conflict of interest

The Committee follows the [EITI observer policy for EITI Committees](#) as approved on January 2018. The Committee Chair is responsible for enforcing the policy, with support from the International Secretariat. The Committee will provide input to the Governance and Oversight Committee's considerations on observing and recusals by industry representatives from companies that have significant presence in the country under discussion. Stakeholders interested in observing committee meetings will find information on upcoming meetings at <https://eiti.org/internal/governance-oversight-committee>.

The Committee also follows the Board's policy on quorum for committees as established at its meeting in Jakarta in 2011 and reaffirmed in 2014: For a meeting to be considered quorate, each constituency should have at least one member present and there should be at least one member from implementing countries. If a meeting is not quorate, decisions may be taken by correspondence on a no-objection basis following the circulation of meeting minutes. Any Committee member can call for a non-quorate meeting to be ended. In the absence of a committee member, a colleague or a Board member from the same constituency may convey the position of the committee member.

The Committee affirms its commitment to abide by the provision on conflict of interest for EITI Office Holders in [article 9 of the EITI Code of conduct](#) and [Article 14.6](#) of the EITI Articles of Association. As EITI Office Holders, Committee members shall avoid conflicts of private interest, defined by the code of conduct as "a situation or circumstance in which the interests of EITI Office

Holders influence or may influence the objective and impartial performance of their official EITI duties. In this regard, private interests include any advantage for themselves, their families or personal acquaintances”. Committee members who find themselves in such a situation are expected to recuse themselves and inform the Committee of such recusal.

5. Committee papers and procedures

The Committee follows the Board-endorsed “Good practices for committee calls”, available on pages 11 and 12 of the [EITI Board manual](#), including deadlines for the submission of papers and individual responsibilities of Committee members.

The Committee follows the [EITI’s Openness policy](#). Committee members should be judicious in their sharing of the internal working documents of the committee, which are not considered public in accordance with provision 4 of the EITI Openness policy.