

Board paper 19-1-A

Draft Agenda

EITI International Secretariat

Oslo, 30 January 2012

Tuesday 14 February

- 09:30 **19-10 EITI Strategy discussion**
(Board members & alternates only)
Board paper 19-10 A Strategy discussion
Board paper 19-10 B EITI Strategy review, strategy options and trade-offs
Board paper 19-10-C Proposed priority issues for the Validation model review
- 16:00 Session ends

Wednesday 15 February

- 09:00 **19-1 Welcome from the Chair and adoption of agenda**
Board Paper 19-1-A Draft Agenda
- 09:10 **19-2 Report from the Head of the Secretariat including follow-up on action points**
Board Paper 19-2 EITI International Secretariat 2011 Report
- 09:20 **19-3 Implementation Progress Report**
Board paper 19-3 Implementation Progress Report No. 17
- 10:05 **19-4 Report from the World Bank MDTF**
Board paper 19-4 Overview briefing on WB/EITI Multi-donor Trust Fund
- 10:20 **Break**
- 10:40 **19-5 Report from the Validation Committee**
Board paper 19-5-A Supplementary information on Cameroon
Board paper 19-5-B Secretariat review: Kazakhstan
Board paper 19-5-C Secretariat review: Mauritania
Board paper 19-5-D Secretariat review: Peru

- 11:50 **19-6 Report from the Outreach and Candidature Committee**
Board paper 19-6-A Country Outreach Update – January 2012
Board paper 19-6-B EITI Candidature Application Form
Board paper 19-6-C Draft EITI Outreach Strategy
- 12:30 **Lunch**
- 13:30 **19-7 Report from the secretariat mission to Ethiopia**
Board paper 19-7 Ethiopia – Secretariat assessment and mission report
- 14:00 **19-8 Report from the Finance Committee**
- 14:10 **19-9 Report on preparation of 6th EITI Global Conference**
Board paper 19-9 Sixth Global Conference
- 14:20 **19-11 2012 Board Meetings**
Board paper 19-11 EITI 2012 Board Meetings
- 14:30 **Any other business**
- 14:45 **Meeting 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.

18th Board meeting, 25 October 2011, Jakarta (Indonesia)

Agenda Item	Action	Status
18-3	The Chair to write to the President of Chad to seek confirmation of government commitment.	No. situation changed
18-3	The Chair to write to the President of Kazakhstan to express concern about the lack of stakeholder commitment.	Pending
18-3	The Secretariat to review support to Nigeria with the World Bank and other partners.	Completed
18-3	The Secretariat to review support to Afghanistan with the World Bank.	Completed
18-3	The Secretariat to highlight implementation slippages in future Board circulars.	Ongoing
18-3	The Secretariat to propose a way to deal with the September CSO arrests in the Central African Republic.	Completed
18-4	The Outreach and Candidacy Committee to circulate its ToRs to the Board.	Completed
18-4	Stakeholders and supporters to submit their outreach strategies to the Committee.	Completed
18-4	The Chair to write a letter to the Government of Poland to propose EITI implementation there.	Completed
18-4	The Secretariat to include a section on "work with partners" in the Country Outreach Update.	Completed
18-4	The Secretariat to sketch next steps towards a firmer UN commitment to the EITI.	Ongoing
18-5	The Secretariat to convey the Board's decisions to the governments of Albania, Burkina Faso, Côte d'Ivoire and Cameroon, and to monitor progress in the countries closely.	Completed
18-5	The Secretariat, assisted by the World Bank, to further review Cameroon's EITI reporting and determine whether all material payments have been reported to the EITI, then make a recommendation to the Board.	Completed
18-6	The Governance Committee to review its draft Terms of Reference and to submit to the Board for decision by circular.	Ongoing
18-6	The Secretariat to convey the Board's decisions to the stakeholders in Madagascar, and to monitor progress in the country closely.	Completed
18-8	Board members to provide further comments on the Workplan to the Secretariat for inclusion into a final version.	Completed
18-9	The Secretariat and Board members to monitor and assess the security situation in Abuja for the 14-15 February 2012 Board meeting.	Completed
18-9	The Secretariat to confirm dates and locations for the second and third Board meetings in 2012.	Ongoing
18-10	The Chair to convene a small group of representatives to prepare a short options paper for consideration at the Abuja retreat.	Completed
18-10	Board members and observers to share their submissions with the Secretariat for publication on the	Ongoing

	EITI website.	
AOB	The Secretariat to follow up the letter to the Government of DRC about Christian Mambu's nomination as Board member.	Completed
AOB	The Governance Committee to assess the powers of the Board for removing Board members.	Pending

17th Board meeting, 9 June 2011, Amsterdam

Agenda Item	Action	Status
17-4	The Secretariat to provide the Board with an options paper for how to deal with Validation in Côte d'Ivoire.	Completed
17-4	The Secretariat to write a letter conveying the Board's decision to the President of Yemen.	Completed
17-5	The Secretariat to communicate the transitional arrangements to the 2011 edition of the EITI Rules to implementing countries.	Completed
17-6	The Secretariat to convey the Board's decisions to the governments of Congo, Sierra Leone, Madagascar, Congo, and Gabon, and to monitor progress in the countries closely	Completed
17-8	The Secretariat to propose Terms of Reference for the Strategy Working Group by the end of June 2011.	Completed
17-10	The Secretariat to seek implementing country representation in all relevant committees.	Completed
17-4	The Secretariat to distribute the statement from the Azerbaijan CSO collation and the response from the government of Azerbaijan by board circular.	Completed
17-6	The Validation Committee to conduct a review of the Validation model.	Ongoing
17-9	The Finance Committees to provide the Board with a draft Revenue Review for discussion at the next Board meeting.	Completed
17-6	The Governance Committee to propose a framework for how EITI deals with EITI implementation in countries with governments that are disputed or not recognised.	Completed
17-4	The Governance Committee to address the issue of whether non-Board members could serve on Board committees.	Completed
17-4	The Governance Committee to look into finding a mechanism for how the Board can make decisions between board meetings when there is no clear consensus in the Board.	Ongoing
17-10	The Governance Committee to make a final recommendation on Committee quorums.	Completed
17-6	The Board to decide Madagascar's EITI status, in the light of the framework agreed by the Board for dealing with EITI implementation in countries whose governments are not internationally recognised.	Completed

16th Board meeting, 3 March 2011, Paris

Agenda Item	Action	Status
16-3	The Secretariat to produce a concise report of the conference.	Completed
16-4	The Secretariat to propose a location and format for a retreat in conjunction with next Board meeting.	Completed
16-6	The Secretariat to liaise with the Dutch Board members and submit a proposal for dates and location for the next Board meeting.	Completed
16-7	The Chair to invite Board members to volunteer for the various committees through the next Board Circular.	Completed
16-8	Board Members to submit comments to Board paper 16-7 "Transition to the new edition of the EITI Rules" to the Secretariat. The Secretariat to distribute a new draft by Board circular.	Completed

15th Board meeting, 1 March 2011, Paris

Agenda Item	Action	Status
15-3	The EITI Chair to write to Governments and Multi-stakeholder groups of Norway, the Central African Republic, Nigeria, Kyrgyzstan, Niger and Yemen informing them of the Board's decision for Compliant status and to Tanzania informing them of the granting of an extension to 15 May 2011 to submit the final Validation report.	Completed
15-4	The EITI Chair to write to the Government and multi-stakeholder group of Guinea informing them of the lifting of the suspension and the new validation deadline.	Completed
15-5	The Secretariat to revise the format of the Implementation and Outreach Progress Report.	Completed
	The new Board to continue to closely monitor the situation in Côte d'Ivoire.	Completed
15-6	The EITI Chair to write to the EITI Champions of Guatemala and Trinidad and Tobago, informing them of the Board's decision for Candidate status.	Completed

15-9	The Finance Committee to undertake a revenue review in 2011.	Completed
15-10	The Secretariat to update the EITI newsletter distribution list to include all Members of the EITI association.	Completed ¹

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 ² .	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.	Completed
14-13	The Secretariat to invite stakeholders from other sectors to the EITI Global Conference in Paris.	Completed

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
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.	Completed
13-4	Michel Roy was invited to contribute to the proposal for Board involvement in developing outreach strategies.	Obsolete
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.	Completed
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.	Completed
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.	Completed

¹ Members have been provided with details on how to subscribe.

² Democratic Republic of the Congo, Kazakhstan, Mali, Mauritania, Niger, Peru, Republic Congo and Sierra Leone.

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.	Completed
13-13	Stakeholders to assist in seeking financing for the Paris Global Conference.	Completed
13-14	The Secretariat to seek individual contributions from Board members for the 2009-2011 Progress Report.	Completed
13-15	The Governance Committee and the Secretariat to develop the ToRs for and start a governance review.	Completed
13-16	Supporting countries invited to lobby Kazakh embassies for endorsement of the EITI in the OSCE Astana Summit Declaration	Completed
13-16	The World Bank to submit a written note on MDTF progress.	Completed

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 ³ . The Secretariat to make these letters publically available.	Completed

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

Agenda Item	Action	Status
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	Completed

³ 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.

	organise a forum on incentivising compliant countries at the Berlin Board meeting.	
	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.	Completed
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