

Board paper 25-1

Draft Agenda

EITI International Secretariat

Oslo, 1 October 2013

Wednesday 16 October**(07:30 Committee breakfast meetings)****25th EITI Board meeting****Implementation session– part I****09:00 Welcome****09:05 Session 1: Report from the country visits to DRC, Guinea, Ghana and Nigeria**

It is proposed that the each delegation gives a brief report (15 min.) from the visit, with a brief introduction by the participating government representative, if any. The report could focus on challenges with implementation, innovative aspects, outlook for the process etc. It is suggested that each report will be followed by a brief round of clarifying questions. After all delegations have reported, it is proposed that there is a broader discussion about lessons learned, common themes and next steps.

11:00 Break**11:15 Session 2: Understanding oil contracts**

Oil contracts contain complex sets of agreements and terms related to all aspects of petroleum operations. In light of the provisions related to contract transparency within the EITI Standard, EITI Board members and stakeholders could benefit from gaining a better understanding of how contracts work. The aim of this session is to enhance knowledge of the main features of contracts, i.e. the content, main clauses, the parties involved, and what purpose the different contractual terms serve. The focus will be educational and will not seek to explore different policy positions on i.e. contract transparency. This is intended to be a first introductory session to the topic, that could possibly be followed up by more in-depth sessions should there be a demand and interest from participants.

11:15 Introduction by Clare Short

11:20 Oil contracts: Petroleum regimes and key features of oil contracts
Presentations by Open Oil and Shell
Q & A

- 12:30 Lunch**
- 13:15 Case studies from Azerbaijan, Liberia and Norway (tbc)**
Q & A
- 14:45 End**
- 15:00 25-1 Adoption of agenda**
Board paper 25-1-A Draft agenda
- 15:05 25-2 Report from the Head of the Secretariat**
Including follow-up on actions and decisions through circular since the last Board meeting
- 15:20 25-3 Report from the Implementation Committee**
Board paper 25-3-A Implementation Progress Report
Board paper 25-3-B Template Terms of Reference for Independent Administrators
- 16:20 25-4 Brief report from the World Bank MDTF**
- 16:40 End**
- (17:00 Committee meetings)**

Thursday 17 October

07:30 Committee breakfast meetings

25th EITI Board meeting continued

- 09:00 25-5 Report from the Validation Committee**
Board paper 25-5-A Final Validation report from Cameroon
Board paper 25-5-B Final Validation report from Indonesia
Board paper 25-5-C Final Validation report from Kazakhstan
- 09:40 25-6 Report from the Outreach and Candidature Committee**
Board paper 25-6-A Terms of Reference Outreach and Candidature Committee
Board paper 25-6-B EITI Outreach Strategy 2013-2014
Board paper 25-6-C EITI Outreach Progress report July-September 2013
Board paper 25-6-D Candidature Assessment: Senegal
Board paper 25-6-E Candidature Assessment: Ukraine
- 10:40 Break**
- 11:00 25-7 Report from the Governance Committee**
Board paper 25-7-A Terms of Reference Governance Committee
Board paper 25-7-B Draft Code of Conduct
- 11:20 25-8 2014 Workplan**
Board paper 25-8 Draft International Secretariat 2014 Workplan
- 11:50 25-9 Report from the Finance Committee**
Board paper 25-9-A Financial update: January-June 2013
Board paper 25-9-B 2014 EITI Budget Proposal

12:10 25-10 2014 Board Meetings

12:20 25-11 Any other business

12:30 Lunch

Implementation session – part II

13:15 Session 3: Outlook for the EITI in francophone Africa

Moderated by Abdul Askia, EITI Niger

In transitioning to the EITI Standard, a key priority for implementing countries is to revise their EITI workplans. This includes discussions about priorities and challenges in the extractive sector and how the EITI can be an effective tool for addressing these issues. A regional workshop on the EITI Standard for some 40 multi-stakeholder group representatives from implementing countries in francophone Africa will take place back to back with the Board meeting in Abidjan. The purpose of this session is to hear from representatives from these countries what priorities they have identified for their 2014 workplans, including any challenges and opportunities with the EITI Standard.

- EITI workplans: Objectives and priorities for implementation, introduction by Eddie Rich.
- Impact of the EITI in Côte d'Ivoire: Presentation by members of the multi-stakeholder group in Côte d'Ivoire on the impact of the EITI and the outlook for the process.
- Presentation of 2014 workplans by selected countries.
- Q&A

14:15 Session 4: Implementing the EITI Standard

Moderated by Faith Nwadishi, Executive Director, Koyeneum Immalah Foundation

While the EITI Standard contains several new disclosure requirements, many of these are a reflection of what is already good practice in many implementing countries. This session will look at innovative implementation efforts and take stock of available guidance and capacity building activities on the EITI Standard.

- Introduction and brief update on development of guidance notes, training and capacity building activities, by Sam Bartlett, Technical Director, EITI International Secretariat.
- Discussions about ongoing implementation projects and innovative implementation efforts
 - **Oil sales**, brief presentation by Zainab Ahmed, Executive Secretary, NEITI, on coverage of oil sales in the 2009-2011 EITI audit.
 - **Post award process audit**, brief presentation by Sam Topkah, Head of Secretariat, LEITI, on the findings of the audit of how licenses, concessions and contracts were awarded in the period July 2009-December 2011.
 - **Transit**, brief presentation on coverage of transit payments from the Cameroon-Chad pipeline in EITI reporting.
 - **Beneficial ownership pilot project**, brief update by Dyveke Rogan, Regional Director.
 - **EITI reporting procedures**, including standard Terms of reference for Independent Administrators, by Sam Bartlett, Technical Director.
- Q&A

15:30 Meeting ends