

# MINUTES

## SEITI MSG MEETING (No 9/ 2018)

**Date:** Friday, 27 July, 2018  
**Time:** 14:15h- 15:10h  
**Location:** Conference Room Ministry of Natural Resources

Attendees		
Government	Civil Society	Companies
D. Abeleven (DA)	R. Bhattacharji (RB)	T. Jbara (TJ)
H. Deel (HD)		S. Jadnanansing (SJ)
		T. Fauria (TF)
		V. Gangaram Panday (VG)

Absentees with notice	Absentees without notice
J. Veldhuizen (JV) (Government)	V. Lalji (VL) (Government)
A. Jadoenathmisier (AJ) (Government)	
A. Ramdin (AR) (Companies)	
M. Naarendorp (MN) (Companies)	
J. ten Berge (JtB) (Government)	
R. Caupain (RC) (Civil Society)	
J. Veldhuizen (JV) (Government)	
L. Best (LB) (Civil Society)	
R. Artist (RA) (Civil Society)	
M. Essed-Fernandes (ME) (Civil Society)	

SEITI-Secretariat	Observers	Guests
Ms. V. Sabajo	M. Raafenberg (MR) (Iamgold)	R. Ferrier (RF) (BDO)
		S. Abhelakh (SA)(BDO)

### Agenda

1. Opening
2. Announcements
3. Progress 1<sup>st</sup> EITI report, status & next steps etc
4. MoU BDO- Companies
5. Annual EITI progress report
6. Approve outcome selection Communication Firms
7. Questions
8. Upcoming meeting:
9. Closing

## **1. Opening**

DA opened the meeting at 14:10h and welcomed the members.

## **2. Announcements**

No announcements

## **3. Progress 1<sup>st</sup> EITI report, status & next steps etc**

The reporting templates were produced by BDO. RB had comments and these comments were discussed with BDO. Some points of discussions:

- Electricity
- Employments: Numbers employees, but no employment numbers; There are different kind of employment; direct employment, supervised employment & non supervised employment. Is is discussed that year-end numbers will be used.
- Payroll taxes should be included in the templates

BDO will also provide a training for the different constituencies to fill in the templates. The training will be early August and the deadline to return the filled templates is end August. The Schedule for the training will be emailed by BDO to the Secretariat and it will be forwarded to the MSG. The MSG will check within their respective organization/ companies who will follow the training.

## **4. MoU BDO-Companies**

The MoU which BDO provided were adjusted by SJ. And there were also comments. These comments were discussed in MSG and were approved with minor adjustments.

BDO will finalize the MoU. It is suggested that in the annexes of the MoU, the 9 primary members will have to sign.

## **5. Annual EITI Progress Report**

It is stated by F. Paris that the MSG should produce the annual progress report. Although the MSG should produce this report, still the secretariat should provide the MSG with some information. The deadline is August 2<sup>nd</sup>, 2018. Other information should be provided by MSG members.

RB asked which members are available to help produce this report a.s.a.p., as she will be on maternity leave as of early August 2018.

## **6. Approve outcome selection communication firm.**

It was decided in the MSG that based on the presentation of the 3 Communication Firms, that O' Media is the highest ranked Company. But in the last meeting SJ was concerned about the skills of this Company to bring out the EITI message to the different communities in the interior. RB stated that these activities are not stated in the ToR for the first year, but during the presentation the Firm stated that this issue will be communicated with MSG, based on the available budget. O'Media can be contracted as the Communication Firms for the first year.

## **7. Questions**

No Questions

### **8. Upcoming meeting**

No date is set, but the MSG members should be communicated to the Secretariat, their availability, as we are entering the holiday season.

### **9. Closing**

Closing by DA at 15:10

### **Action points**

<b>Action</b>	<b>Due date</b>	<b>Responsible</b>	<b>Remarks</b>
- Input for EITI Yearly Progress report	2 <sup>nd</sup> August 2018	SEITI Secretariat	
- Produce EITI Yearly Progress report	a.s.a.p	MSG	
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**Minute keeper,**  
(SEITI-Secretariat)