

# LEITI MULTI-STAKEHOLDERS STEERING GROUP

## MINUTES OF THE 40<sup>TH</sup> MEETING

LEITI CONFERENCE ROOM • OLD BUREAU OF THE BUDGET BUILDING • REDEMPTION ROAD, MONROVIA  
TUESDAY, OCTOBER 5, 2010 AT 12:00 NOON

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### Attendance

<u>GOL</u>	<u>Institution</u>	<u>Status</u>
Eugene H. Shannon	MLME	Member
E. Ekema A. Witherspoon	MIA	Member
Chief Zanzan Karwor	NTCL	Member
Ansumana Garswah	NTCL	Alternate
Fulton D. Reeves	NOCAL	Alternate
Edward S. Kamara	FDA	Alternate
Tamba Boakai	MOA	Alternate
Juanita Bropleh	MOF	MOF Focal Staff
Jomaxim P. Jolo	MOF	MOF Focal Staff
<u>CSO</u>		
Joseph Cheeseman	Green Advocates	Alternate
Helena Jackson Thornes	GODIWOUN	Alternate
<u>Private Sector</u>		
Roosevelt K. Forh	AmLib United Minerals	Member
Eric Swen	ArcelorMittal	Member
Esiaka B. Konneh	Miners & Brokers Association	Member
Matenneh Rose L. Dunbar	ORANTO Petroleum	Member
John S. Deah	LTA	Member
<u>LEITI Secretariat</u>		
Sayon Henry Yaidoo	LEITI	Head of Secretariat
Edward R.A Smith	LEITI	Deputy HOS
Hnede L. Berrian	LEITI	Admin. Manager
<u>Others:</u>		
Peter Kluczny	GTZ	Observer
Philipp Wiederspahn	GTZ	Observer
Monique Cooper	UNDP	Observer
Rebecca Alper	USG	
Sam Monbo	MGI Monbo & Company	
Alexander Deline	IMF	
Jariya Hoffman	World Bank	
Paolo Nastasi	UNMIL-Civil Affairs	

### 1. Presentation

The HOS, Mr. Sayon Henry Yaidoo made a brief presentation on the topic "LEITI Transparency: the environment for good governance management". The presentation highlighted the LEITI Reconciliation process and what is expected of every reporting stakeholder during the reconciliation period.

## **2. Adoption of Agenda**

The 40<sup>th</sup> meeting of the LEITI Multi-stakeholders Steering Group was held on Tuesday, October 5, 2010 and chaired by Mr. Ekema A. Witherspoon, Assistant Minister, Ministry of Internal Affairs.

The draft agenda was adopted as a working tool to guide the meeting.

## **3. Draft Minutes of the 39<sup>th</sup> MSG Meeting: correction, adoption and matters arising**

The minutes of the 39<sup>th</sup> MSG meeting was reviewed page by page and some typographical corrections made.

### **Matters arising:**

- a) Fine on Cocopa: The Head of Secretariat explained that the Secretariat had drafted the letter for Cocopa and that the fine will be applied.
- b) Appointment of New MSG: The HOS explained that the Secretariat is still following up with the Office of the President on the appointment of the new MSG members. He therefore called on members of the MSG to assist in the process as the appointment of the MSG is vital and without the formal appointment by the President, the current MSG could be operating without legal authority.
- c) Status of Draft Manual: HOS to elaborate during the Secretariat Report.

With the correction of the minutes and discussions of the above issues, the draft minutes form part of the LEITI archives for future references.

## **4. 34<sup>th</sup> LEITI Secretariat Report**

The 34<sup>th</sup> Report of the LEITI Secretariat was presented by the Head of Secretariat, Mr. Sayon Henry Yaidoo. In his presentation, Mr. Yaidoo highlighted activities of the Secretariat as well as the financial report of the Secretariat for the period August 23 to September 29, 2010. During his presentation, the following issues were highlighted:

### **a) Draft Integrated LEITI Operational Manual**

The Head of Secretariat made a separate presentation on his inputs made to the LEITI Draft Operations Manual. Mr. Yaidoo proposed the need to include a Procurement Officer, Janitor, Security, etc in the organizational structure and requested that the post of internal auditor be removed. He said that his proposal was based on references made to the EITI organizational chart, the MSG Committee Report, the Secretariat Comments plus his personal experience.

Mr. Yaidoo also included in his proposed comments that one of the key functions of the Head of Secretariat will be to advise the MSG on policy related matters and general EITI developments to enable members make informed Policy decisions.

Following much discussions, the MSG did not agree on having the Head of Secretariat advice them on policy related matters, but rather that the Head of Secretariat will provide the information needed to assist them in making decisions. It was than agreed

that Mr. Yaidoo: (1) forward his comments to the Committee, which was setup to review the Manual; (2) prepare a detailed cost analysis associated with the creation of the new positions; and (3) a work plan based on the staff positions and qualifications.

The MSG said that this will enable them to have a much clearer picture of the LEITI long-term structure and jobs giving the nature and work of the LEITI and the cost involved. The MSG appointed Ms. Monique Cooper to join the Committee and the Head of secretariat to serve as Technical Staff to the Committee.

The Committee is expected to report during the next MSG meeting.

**b) Draft Concept Note on the establishment of the Liberia Center for Resource Governance**

The Head of Secretariat explained the importance of the establishment of the Center of Excellence and referred to the draft Concept Note that was prepared by Ms. Cooper. While he lauded the efforts of Ms. Cooper, he said that negotiations are underway with GTZ to fund the scoping exercise, which he said should precede the establishment of the Center.

Ms. Cooper said that the drafting of the Concept Note was her own way of contributing to the establishment of the Center of Resource Governance. She agreed that a scoping exercise should precede the implementation of the Resource Center and that the idea of the Resource Center be attached to some institute of higher learning such as the Liberia Institute of Public Administration (LIPA). Ms. Cooper admonished the LEITI to collaborate with OSI Foundation for some sought of support towards the establishment of the Center.

The effort of Ms. Cooper was lauded by Dr. Shannon and he recommended that a Liberian must lead in the process.

**c) MGI Monbo & Company Report**

It was agreed that MGI Monbo & Company's Report will be reviewed by the Secretariat and the Secretariat will inform the MSG.

The report was accepted to form part of the Secretariat's archives.

**5. Time and date of next meeting**

The time and date of the next meeting was set for the last Wednesday of every month. It was than moved by Mr. Roosevelt Forh and seconded by Dr. Shannon that the meeting be adjourned.