

MWEITI/MIN/MSG/2017/07

**7TH ORDINARY MEETING OF THE
MWEITI MULTI-STAKEHOLDER
GROUP (MSG)**

29th April, 2016

**Minister's Mini Conference Room, Ministry of
Finance, Economic Planning and Development,
Capital Hill, Lilongwe**

Malawi EITI National Secrétariat
Revenue Policy Division
Ministry of Finance, Economic Planning and Development.
P.O. Box 30049,
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Participants			
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APOLOGY			
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Item	Discussion	Action
1. Agenda	<p>The agenda included the following:</p> <ol style="list-style-type: none"> 1. Opening Prayer 2. Opening Remarks (Chairperson) 3. Adoption of Agenda 4. Adoption of Previous Minutes 5. Matters Arising from Previous Minutes. 6. Brief announcement from NRJN (CfJ-Rachel)) 7. MSG decision on final scoping study recommendations Presentation by the Secretariat) 8. Terms of reference (ToR) for Administrator (The Secretariat) 9. Approval of 2016 Work Plan (Presented by Secretariat) 10. Brief report on EITI Global Conference, Lima, Peru 2016 (MSG Rep/Secretariat) 11. Report on Secretariat Recruitment (The MSG Recruitment subcommittee) MWEITI Secretariat brief report of activities from January to April 2016 12. Way forward 13. Closing Remarks 14. Closing Prayer 	
2. Starting time and Opening Prayer	The meeting started at around 9:30 am and was opened with a prayer.	
3. Opening Remarks	<ol style="list-style-type: none"> a. The meeting was chaired by Mr. C.C. Kulemeka who is MSG chairperson b. He welcomed all the members and thanked them for attending the meeting. c. He asked if there were any apologies before moving to the adoption of agenda. 	
4. Adoption of Agenda	<ol style="list-style-type: none"> i. The agenda was adopted after one amendment by removing number 6 on agenda "Briefing from World Bank" and replacing with "Brief announcement from NRJN (Mrs Phoya). 	
5. Adoption of Previous Minutes (MWEITI/MIN/MSG/2016/01)	The meeting adopted previous minutes with some changes.	

<p>6. Matters Arising from Previous Minutes</p>	<p>Matters arising from previous minutes of the meeting were presented and discussed. Below are the remarks on the matters arising:</p> <ol style="list-style-type: none"> a. After a report by the coordinator about the Moatize project by VALE concession revenue figure and data, the meeting agreed that information should be shared with MSG members for information. However the main purpose for the figures and data is for generation of EITI report on mineral transportation revenue requirement. b. It was reported by the recruitment team that the recruitment had started. The interviews for officers were conducted from 27th to 29th April 2016 and successful candidates are expected to commence work as soon as possible. c. The Recruitment Subcommittee informed the meeting that it would submit the report to the MSG as soon the recruitment process is finalized. d. It was reported that selected MSG members and secretariat attended EITI global conference and a report was going to be presented in the course of the meeting. e. The published report on Mkango Resources was circulated and Actionaid made a statement. The statement was that "The person who commented on the report in the press was not a staff of Actionaid, therefore the views expressed in the newspaper article were of a Community Based Organization (CBO) which the man represented and not Actionaid as earlier believed". f. The members agreed that Actionaid was expected to issue a disclaimer on the man who at times claimed to speak on behalf of Actionaid. It was agreed that Actionaid should find a way of disassociating itself with the man or a CBO involved and report to the members accordingly. 	
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	<ul style="list-style-type: none"> g. FOCUS: In the absence of a member from FOCUS, the evaluation and report or work plan's progress was postponed for the next meeting. h. The Secretariat made a report of all MWEITI activities conducted and progress made since January 2016. i. The meeting advised the Secretariat to present and make reports on its activities on the work plan to the MSG meeting. A monthly report on the action matrix was also requested. j. The Secretariat circulated the scoping study report. 	
<p>7. Briefing From Natural Resources Justice Network (NRJN) On a letter to Ministry of Natural Resources, Energy and Mining</p>	<p>The representative of NRJN, which is a group of all CSOs, interested on extractive transparency through Citizen for Justice (CFJ) informed the meeting that:</p> <ul style="list-style-type: none"> a. The group wanted to know and see what was included in the Production Sharing Agreements (PSA) which the Government signed with the Oil and Gas Exploration companies. b. It had written a letter to Ministry of Natural Resources, Energy and Mining with a copy to the MWEITI Coordinator requesting for a copy of PSA documents to evaluate what was included in these agreements. c. The meeting noted the development. d. The Ministry of Natural Resources, Energy and Mining assured the meeting that they are looking into the request by NRJN and that they will respond accordingly. e. It was noted that the member who responded on behalf of the Ministry of Mines is an official spokesperson of the Department of Mines hence the remark on NRJN request should be taken seriously. f. The meeting agreed that the NRJN being the one who requested for the PSA information will be expected to report again and share the documents with the 	

	MSG and Secretariat once they are issued.	
8. Scoping study recommendation discussion and adoption	<p>The meeting, due to time constraint and considering the content of the scoping study recommendations, agreed to form a subcommittee to look into details, summarize and thrush out some issues on scoping study report.</p> <p>a. A subcommittee was composed of the following:</p> <ol style="list-style-type: none"> i. Citizen for Justice (Chairperson) Rachel Phoya ii. Reserve Bank of Malawi (Rebecca Mwale) iii. Catholic Coalition for Justice and Peace (CCJP) (Success Sikwese) iv. Global Metals Mining Ltd -Chris Ngwena v. Ministry of Natural Resource, Mining and Environment –Peter Chilumanga vi. MWEITI Secretariat <p>b. The subcommittee was instructed to conduct its work within two weeks and circulate the documents for comments by the MSG members.</p>	
9. Discussion and Adoption of the terms of reference for the Independent Administrator	<p>Members discussed zero draft ToRs for Independent Administrator as drafted by the Secretariat which were circulated prior to the meeting.</p> <p>a. Due to time constraints to go through the ToRs, the meeting agreed to hand over the ToRs to the Subcommittee to refine and check-up things before the document could be discussed by all members.</p> <p>b. The subcommittee was advised that it should go through the ToRs for Independent Administrator together with the Scoping Study recommendations within two weeks.</p> <p>c. It was agreed that as soon as the documents are ready, the documents</p>	

	<p>should be circulated to MSG members for comments and preparations of an extraordinary MSG meeting should be called by end of May 2016, to only discussed and adopt the two documents because of the time required to subcontract the administrator.</p>	
<p>10. Discussion and adoption of DRAFT 2016 Annual Work Plan</p>	<p>a. The draft 2016 Annual work plan was circulated to members for discussion and approval.</p> <p>b. The Secretariat informed the meeting that the main changes were reviewing of dates of events and removal of district development plan for this year. Otherwise all the amounts and costs were as before in the original work plan.</p> <p>c. It was agreed that the document should be circulated again to the members for their appreciation.</p> <p>d. The meeting approved and adopted the 2016 Annual work plan as a guide for implementation.</p>	
<p>11. EITI Global Conference LIMA, PERU, 24-25th February 2016 Report</p>	<p>The Secretariat (Coordinator) and one of MSG representative (Mr. G. Malunga) who attended the conference gave brief remarks and report on the global conference which took place from 24 to 25th February 2016 in Lima, Peru. The remarks were that:</p> <p>a. The conference was a success and an eye opener to participants.</p> <p>b. The delegates participated in different important sessions of the conference.</p> <p>c. There was knowledge sharing and experience gaining through the work of other member countries.</p> <p>d. The details of all delegates, programmes, sessions, lessons, and recommendation of the team were in the report which will be circulated to members as soon as possible.</p> <p>Members made the following comments on the report:</p>	


	<ul style="list-style-type: none"> e. Next time members should support each other to solicit financial support so that many could attend. f. The Secretariat should take proactive roles to ensure that the team of delegate is well informed of the conference in advance. g. The Secretariat should ensure that the delegates are well balanced to ensure equitable representation. h. That the Global conference report should be circulated to members for appreciation as soon as possible. 	
12. MWEITI Secretariat Activities Report by Secretariat	<ul style="list-style-type: none"> a. The Secretariat informed the meeting that there was a Secretariat meeting with World Bank on MWEITI Progress and what World Bank is doing to support the EITI Initiative. The following was noted for consideration by the Secretariat and MSG: <ul style="list-style-type: none"> i. The World Bank stopped using a Multi-Donor Trust Fund approach in supporting EITI. ii. The World Bank is now developing a new facility for financing EITI which is called Extractive Global Programmatic Support (EGPS). The program will be launched in 2017. iii. The EGPS requires a long term work plan for support and not just a short plan or piece meal plan. iv. It was advised by the World Bank that MWEITI should consider developing a long term work plan like for 5 years in preparation of the EGPS facility if MWEITI will need World Bank support. v. The World Bank was interested in looking at how sustainable EITI project will be done by the Government. vi. The meeting also discussed gender issues as related to MSG participation and other MWEITI related activities. vii. It was noted that perhaps to achieve gender balance in the MWEITI process a policy could be made to invite MSG members where by one member or 	

	<p>alternate member could be either male or female to have a balance.</p> <ol style="list-style-type: none"> a. In reaction to the above the meeting noted the development but cautioned on how to handle the issues to do with gender as a condition to avoid things which could create a trap for progress of EITI if its not a necessity. b. The meeting agreed that there was a need to continue thinking on the future sustainability of MWEITI rather than remaining donor dependant. c. The members proposed that in future certain percentage of financial support would be coming from Government to support EITI operations. This is a reason why the Secretariat was stationed at the Ministry of Finance and under Revenue Policy Division. d. The Secretariat also presented a MWEITI activity report covering the period from January to April 2016 to update members on what has been achieved and what has not ben done. e. The meeting noted the MWEITI activities report and advised that the Secretariat report should be made in all MSG meetings to update members of what is happening, however, FOCUS will be presenting on the evaluation of progress of Work plan periodically and not all the time. 	
<p>13. Report on Recruitment by the recruitment subcommittee</p>	<p>The recruitment subcommittee reported that the recruitment process was almost complete. They reported that:</p> <ol style="list-style-type: none"> a. Three Positions of the MWEITI Secretariat were advertised (Technical Expert and Manager, Accountant and Communications Officer). b. The interviews took place between 27th to 29th April 2016. Only one interview was remaining at the time. c. The subcommittee was working with the Malawi Civil Service Commission and the Department of Human Resources Management and Development and Ministry of Finance, Economic Planning and Development. d. After the recruitment is concluded the report 	

	will be made to the MSG for information.	
14. Way Forward	<ul style="list-style-type: none"> a. Members and secretariat should remember to do their assignments as tasked. b. All report documents should be circulated to members on time as agreed in the meeting. c. The Secretariat should convene the extraordinary meeting to discuss the ToRs for the administrator and recommendations of the scoping study when the documents are ready. 	
15. Closing Remarks and Prayer	<ul style="list-style-type: none"> i. The Chairperson thanked everyone for attending the meeting and thanked the Secretariat for the MWEITI T-Shirts, Shirts and Caps which were shared to the members. ii. The meeting was closed with a prayer. 	



Mr. Crispin C. Kulemeka
THE MSG CHAIRPERSON



Mr. Leonard A. Mushani
MWEITI SECRETARIAT