

**MEETING MINUTES**  
**15 February, 2019**  
**EITI-TL Secretariat, Farol, Dili**

**Participant Members**

Antonio dos Santos	Woodside Country Representative
David de Araujo	ConocoPhillips External Relations
Honesia Araujo	ANPM
Sabino G. Fitun	Core Group Transparency (CGT)
Estevanus Coli	MDI

**Alternatives, and Non-Voting**

Dulce Natalia	ANPM
Amandio Ribeiro	Timor GAP

**TL-EITI Secretariat:**

Elda Guterres da Silva	Técnica Especializada TL-EITI
Trifonio Flor Sarmiento	Outreach Officer
Octavio Jordão de Araújo	Adviser
Abelina Emilia do Rosario	IT Officer

**Absent:**

Filipe Nery Bernardo	Petroleum Fund Analyst- MoF
Angelina Branco	Eni Country Representatives
Agostinho G. Ramos	MoF/ DNPMP
Fernando Carvalho	Chief of Account BCTL
Henrique Monteiro	TIMOR GAP E.P
Tobias Ferreira	BCTL
Jose Lobato	Country Manager ConocoPhillips Timor-Leste
Martinha da Silva	Feto Hadomi Familia (FHF)
Francisco Alegria	Timor GAP
Manuel Simeão	FONGTIL

**Meeting opened at 9.25 AM.**

**1. Approval of the agenda**

The MSG agreed to the agenda of the meeting.

**2. Approval of documents**

No document was approved in the meeting.

**3. Discussion of Contract Award for IA**

MSWG were informed by the National Secretariat on the winning Independent Administrator proposal. Ernst & Young SA was declared as the preferred consultant to undertake EITI report preparation and feasibility studies for mainstreaming and Beneficial Ownership. The next phase of the process is to inform and negotiate the contract with the IA. MSWG also discussed the contract conditions of service to include in the draft of contract for the IA. These services will be discussed with the IA during the negotiation. Furthermore, stakeholders proposed to include additional activities in the specific conditions of the contract. Some of the service to be conducted by the IA include: consultation with reporting entities prior to sharing information with other stakeholders and assisting MSWG and National Secretariat with capacity building training to improve implementation of EITI requirements. The MSWG used this opportunity to review the final evaluation report by the panel and have provided comments for its content prior to submit to MPM. The National Secretariat will amend the document and will send to panellists for approval.

**4. Discussion of upcoming EITI events**

MSWG constituents were informed about the EITI International Conference to be held in June in Paris, France. An invitation was sent to the Secretariat and it proposed three representatives from MSWG to participate this event. MSWG members will send their nominations via email before mid of March as requested.

Meanwhile, another event on Beneficial Ownership will be held in the Philippines in mid-March. Three government representatives from ANPM and Finance Department will participate and details of the event have been sending by the organizers to each delegate.

**5. Upcoming meeting**

There was no schedule proposed for upcoming meeting until the preparation for 2016 EITI reconciliation report is commenced (new IA to be hired). MSWG will send document approval through email.

The Chair declared the meeting closed at 10:30 AM

Minutes approved and signed by:

(Name)

(Signature)


1.

Sabino Fitun




2.

Estelina Coli




3.

David de Araujo



4.

Honzesia Araujo



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