

MINUTES OF THE 22ND MEETING OF THE MULTI-STAKEHOLDER GROUP (MSG) OF THE UGANDA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE (UGEITI) HELD ON THURSDAY, 17TH NOVEMBER 2022 AT IMPERIAL ROYALE HOTEL, KAMPALA

Attendance List

No.	Name	Institution
GOVERNMENT		
1	Mr. Moses Kaggwa	Ministry of Finance, Planning and Economic Development (MOFPED) (Chairperson)
2	Eng. Timothy Tibesigwa	Ministry of Works and Transport
3	Mr. Clovice Bright Irumba	Petroleum Authority of Uganda (PAU)
4	Mr. Phillip Andrew Wabulya	Bank of Uganda (BOU)
5	Mr. Robert Tugume	Ministry of Energy & Mineral Development (MEMD)
6	Mr. Sebagala David	Ministry of Energy & Mineral Development
7	Mr. John Kennedy Okewling	Ministry of Energy & Mineral Development
8	Mr. Anthony Okello	Ministry of Finance, Planning and Economic Development (MOFPED)
9	Mr. Jonan Akandanwaho	National Planning Authority (NPA)
10	Ms. Sarah Aijuka	National Environment Management Authority (NEMA)
CIVIL SOCIETY ORGANISATIONS		
11	Mr. Siragi Magara	Oxfam International (Online)
12	Mr. Gard Benda	World Voices Uganda
13	Ms. Winfred Ngabirwe	Global Rights Alert (GRA)
14	Mr. Henry Bazira	Water Governance Institute (WGI)
15	Mr. Sam Mucunguzi	Citizens' Concern Africa
16	Mr. Paul Twebaze	Pro-Biodiversity Conservationists in Uganda
INDUSTRY		
17	Mr. Obad Noah	Oranto Petroleum Ltd
18	Ms. Jennifer Hinton	Jervois Mining Limited / Uganda Chamber of Mines and Petroleum (UCMP)
19	Ms. Sandra Mwesigye	CNOOC Uganda Ltd (Online)
20	Mr. Faustine Mugisha	TotalEnergies E&P Uganda Limited
21	Ms. Emily Nakamya	Uganda National Oil Company (UNOC)
UGEITI SECRETARIAT		
22	Mr. Saul Ongaria	National Coordinator (Secretary)
23	Ms. Gillian Lawino	Technical Support Officer
24	Mrs. Gloria Mugambe	Head of Secretariat
25	Mr. Kanakulya Edwin Kavuma	Compliance Officer
26	Mr. Edgar Mutungi	Finance Officer
27	Ms. Bronia Arinda	Secretary
28	Mr. Dan Denis Agaba	Statistician
29	Mr. Francis Garvin Okello	Monitoring & Evaluation Assistant

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30	Mr. Abbey Gitta	Data Management Assistant
31	Mr. Gordon Muhereza	Office Assistant
32	Mr. Ignatius Ariho	Information Technology Assistant
33	Ms. Gertrude Angom	Administration Officer
ABSENT WITH APOLOGY		
1	Mr. Onesmus Mugenyi	Advocacy Coalition for Development & Environment (ACODE)
2	Ms. Margaret Lomonyang	Karamoja Women Umbrella Organisation
3	Ms. Gloria Akatuhurira	Uganda Revenue Authority (URA)
4	Ms. Sandra Kaitare	Uganda Revenue Authority (URA)

AGENDA

1. Welcome, Introductions and Adoption of the Agenda.
2. Communication from the Chairperson.
3. Review and adoption of the Minutes of the 21st MSG meeting.
4. Update from Secretariat on status of EITI implementation.
5. Review and Adoption of the Communication Strategy and Work Plan.
6. Presentation of the Terms of Reference for the Independent Administrator for the Production of the next UGEITI Report.
7. Way forward.

MIN 1.0: WELCOME AND ADOPTION OF THE AGENDA.

- 1.2 The meeting was called to order at 10:15 a.m. The National Coordinator informed participants that the Chairperson of the MSG, Mr. Moses Kaggwa had been delayed at an earlier meeting with the Hon. Minister of Finance, Planning and Economic Development. He welcomed everyone to the meeting and requested all the participants to introduce themselves.
- 1.3 Following these introductions, he welcomed the Chairperson of the MSG to give his opening remarks.
- 1.4 The Agenda of the meeting was adopted.

MIN 2.0: COMMUNICATION FROM THE CHAIRPERSON.

- 2.1 The Chairperson welcomed members to the 22nd MSG meeting. He read his communication which is appended as *Annex A*. The major highlights of the communication were:
 - a) UGEITI had made tremendous progress in implementing the activities related to Beneficial Ownership (BO) transparency. The workshop that was held on 18th and 19th October 2022 to enhance the capabilities of the National Beneficial Ownership Committee (NBOC) had led to the development of a road map for full Beneficial Ownership disclosure.

b) The President had assented to two key legislations that captured the requirements for EITI, namely:

- The Mining and Minerals Act, 2022 which requires the Minister to publish all agreements entered into by the national mining company and disclose beneficial ownership information.
- The Companies (Amendment) Act, 2022 which incorporated provisions on Beneficial Ownership.

He urged members to make time and acquaint themselves with both Acts to check whether they fully meet the requirements of the 2019 EITI Standard on BO transparency.

c) With the support of Justice and Accountability Reform Technical Assistance Team (JAR TAT), a 2-day sensitization and training workshop was conducted successfully for media personnel on the dissemination of findings and recommendations in the UGEITI Report for the Financial Year 2019/2020. UGEITI members also participated in numerous radio and TV programmes to discuss EITI implementation in Uganda.

d) The EITI Board held its 54th meeting and an international conference for National Coordinators from the 10th to the 14th October 2022 in Oslo, Norway. During the meeting, the results from validation of various countries were announced and the validation schedule for 2023 was revised. Following the meeting, Uganda's validation exercise was rescheduled from April 2023 to October 2023. Further, the International Secretariat committed to facilitate capacity building for the MSG on civic space in December 2022.

e) The main purpose of the meeting was to review and consider for adoption the Communication Strategy, as well as the Terms of Reference (TORs) for the Independent Administrator (IA) for the production of the next UGEITI report. He stated that the Office of the European Union (EU) Delegation had committed to provide support towards the production and part dissemination of Uganda's second EITI report.

2.2 Reactions from Members

a) The representative from TotalEnergies informed the meeting that the MSG had previously indicated that they would consider the Office of the Auditor General (OAG) to undertake the role of the IA for Uganda's second EITI report. He enquired about the status of that discussion. In response, the Chairperson stated that the OAG had participated in the production of the first report but still required more capacity building before embarking on the role of the IA. There were ongoing discussions with the EU to provide support in this area. He also stated that it would be cheaper and easier to acquire funding for the production of the report if OAG undertook the role of the IA since it was an institution within the country.

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Additionally, on the question of OAG's independence, a member from PAU asserted that the OAG was inherently an independent institution globally, even when they carried out audits for government institutions.

- b) In response to a query raised by a member from the CSO constituency on whether the OAG would conduct cost recovery audits and the EITI assignment concurrently, the Chairperson affirmed that the EITI report was a specific activity on its own, which OAG would handle for subsequent reports.

In conclusion, members of the MSG collectively agreed that the OAG needed to work with the IA on the second report in order to solely work on subsequent reports. They also urged the Secretariat to push for funding and capacity building of the OAG to enable it to effectively undertake the role of production of EITI reports.

MIN 3.0: REVIEW AND ADOPTION OF THE MINUTES OF THE PREVIOUS MEETING.

- 3.1 The Chairperson led the review of the Minutes of the 21st MSG meeting that was held on 8th September 2022, which were adopted as a true record of the proceedings of that meeting.
- 3.2 The Chairperson appealed to members to share their comments to the Minutes with the Secretariat prior to the next MSG sitting to ensure that they are considered before the meeting. This would save time spent on review of Minutes.

3.2 Matters Arising from the 21st MSG meeting.

- a) Under Minute 4.1 a), a representative from the civil society enquired whether there had been any follow-up on the complaint regarding delayed compensation for the EACOP Project Affected Persons (PAPs). In response, a member from the PAU explained that during consultations, many issues were usually raised. UGEITI therefore needed to assess whether the issues raised during its consultations were within its mandate, and to follow up on issues that were aligned to its work plan.
- b) Under Minute 6.2 g), members requested the Chairperson to write to the EITI Champions requesting them for a meeting with a delegation consisting of MSG members. The meeting agreed to nominate two representatives from each constituency to constitute this delegation. It was agreed that the Head of Secretariat accompany this delegation together with representatives from BOU and MoFPED for the Government Constituency. Representatives from the Industry and Civil Society Constituencies promised to revert to the Secretariat with their nominations. It was agreed that the MSG members from MoFPED and MEMD would be allowed to attend these meetings by default on account of their appointments to represent these institutions on the Uganda EITI.

- c) Under Minute 6.3 a), the Chairperson explained that he would sit with the National Coordinator and the Head of Secretariat so as to identify the critical activities to be prioritized for funding in the Work Plan. The EU had agreed to fund the procurement of the IA, including partial dissemination of the second report. The MoFPED would cover the funding gap for critical activities under the work plan.
- d) Under Minute 4.2, the meeting requested the Secretariat to follow-up with CNOOC Uganda Limited concerning their feedback on the work plan.
- e) Under Minute 7.1 a), the meeting requested for feedback on the two languages for translation of the UGEITI report.

MIN 4.0: UPDATE FROM SECRETARIAT ON STATUS OF EITI IMPLEMENTATION.

4.1 The Secretariat provided the MSG with highlights from activities that had taken place since its last sitting on 8th September 2022. The highlights are appended as Annex B.

- a) Engagements with the media.
- b) The work plan was finalized to include the narrative and was available on the UGEITI website: <https://www.ugeiti.org/work-plan/>
- c) UGEITI had successfully aligned its Work Plan budget to the Government's budgeting process for the Financial Year 2023/2024. However, the Government had not yet lifted the ban on workshops and travel since the Covid-19 outbreak, yet for EITI core activities such as dissemination, consultations, public debates, field and international engagements to be carried out through travels and workshops as the main mode for implementation.
- d) UGEITI used the following CSO engagements as an opportunity to disseminate the first report;
 - CSO meeting on civic space held on 7th October 2022
 - Oxfam International meeting on energy transition held on 19th October 2022.
 - Publish What You Pay (PWYP) meeting held on 25th October 2022.
- e) The National Coordinator and the Head of Secretariat attended the 54th EITI Board meeting and National Co-ordinators Conference in Oslo, Norway from 10th – 14th October 2022. The following were the six strategic priorities for EITI highlighted by the International Secretariat:
 - Supporting efforts towards energy transition
 - Addressing corruption risks
 - Strengthening domestic revenue mobilization (and their proper utilization)
 - Adopting open data policy (i.e., an open data platform for easy access of all information on EITI)

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- Informing Environmental Social Governance decisions (for sustainability)
 - Measuring the impact of EITI implementation.
- f) A 2-day workshop on BO transparency was held on the 18th and 19th October 2022 for the National Beneficial Ownership (BO) Committee which led to the development of a preliminary roadmap for BO disclosure with the following key elements:
- The development of BO regulations
 - The development of BO Systems
 - URSB Staff Capacity Building
 - Development of Internal Procedures and Manuals
 - Public Sensitisation Workshops and Campaigns

Execution of this roadmap will be led by the Uganda Registration Services Bureau (URSB).

- g) Implementation of the 2022/2023 Uganda National Workplan continues with a focus on the following 3 broad areas;
- Dissemination of first EITI report (continuous)
 - Preparation of the second EITI report (by end June 2023)
 - Preparing for validation (1st October 2023)

4.2 REACTION FROM MEMBERS

- a) The Chairperson informed the meeting that the Permanent Secretary/ Secretary for the Treasury (PS/ST) advised the Secretariat to discuss with DPI / PSD on funding for the EITI Secretariat budget of UGX 6.5 billion. He explained that Mr. Anthony Okello was coordinating the process to source for funds at the MoFPED for EITI implementation in Uganda.
- b) Noting that the Government had not lifted its ban on workshops, the representative from the Uganda Chamber of Mines and Petroleum (UCMP) stated that this was a challenge since a member country could be suspended from EITI after Validation if it was lacking in stakeholder engagement. She advised that the MSG could engage with a number of stakeholders who had a list of events relating to EITI which could be used for advocacy and were in the UGEITI work plan. This would also provide an opportunity for getting feedback as well as building capacity for the Secretariat.
- c) A representative from civil society enquired about Government's position on the energy transition that could be used to guide discussions on the matter in public forums. She also suggested that MEMD could lead the discussions on the matter to support EITI implementation. In response, the Chairperson stated that UGEITI Secretariat had scheduled a training on energy transition for the MSG to be undertaken the following week on a date that would be communicated.
- d) A representative from the Industry Constituency stated that there was a need to popularize EITI implementation through participation in the different Government programmes for the extractives sector. She also

stated that funding for some EITI activities could be sourced from MEMD through the sustainable Mineral Development Programme where a budget for some EITI activities existed. A representative from MEMD advised that UGEITI could either assign activities relating to EITI implementation to the Ministry to implement or it could request for the transfer of these funds to MoFPED for EITI purposes.

- e) A member from the Government Constituency stated that UGEITI needed to get involved in the programme budgeting process. UGEITI could participate in the Programme and Technical Working Group meetings where different stakeholders and MDAs met to advocate for funding of their sector activities. It was also proposed that UGEITI could empower MSG members from different institutions such that they could represent the Secretariat at these working group meetings to create awareness about EITI as well as secure funding. The Chairperson affirmed that the programme approach during the budget process was the best way to secure funding for EITI activities.

MIN 5.0: REVIEW AND ADOPTION OF THE COMMUNICATION STRATEGY AND WORK PLAN.

5.1 The presentation (attached as *Annex C*) was made by Mr. Gard Benda, from the Civil Society Constituency, who stated that Communication Strategy was being presented again to the MSG for their review and approval. Highlights from his presentation include:

- a) The 5-year Communication Strategy was developed by a consultant and reviewed by the Communications Committee which comprised of the following members;
- Mr. Gard Benda - World Voices Uganda
 - Mr. Siraji Magara - Oxfam International
 - Mr. Francis Elungat - Ministry of Energy and Mineral Development
 - Mr. Obad Noah - Oranto Petroleum Limited
 - Mr. Peter Rumanzi - Bank of Uganda
- b) Communication was an essential part of EITI compliance. The Strategy aimed at meeting Requirement 7 of the 2019 EITI Standard on outcomes and impact of EITI implementation. The Communication Strategy was designed to increase public awareness as well as influence constructive debate on the processes being undertaken in the extractive sector.
- c) The strategy would be implemented through a matrix i.e., work plan following five operational levels according to UGEITI's priority audiences; organizational, national, sub-national, international and media relations.

5.2 REACTION FROM MEMBERS

- a) The Chairperson enquired whether other methods like comedy skits could be incorporated in the dissemination plan since they appealed to the public. In response, the presenter stated that the arts sector i.e.,

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Music, Dance and Drama had been incorporated in the dissemination plan of the strategy.

- b) A member from the civil society expressed concern about the lack of gender balance in the Communications Committee, and in response, members stated that the gender focus was emphasized in the content of the document.
- c) Another representative from the civil society stated that gender was not primarily about women, but rather the MSG could use gender parameters to cater for minority groups. The plan could be more inclusive by involving minority groups during the dissemination of EITI information.

5.3 Adoption of the Communication Strategy and Work Plan

The MSG approved the Communication Strategy and Work Plan.

MIN 6.0: PRESENTATION OF THE TERMS OF REFERENCE (TOR) FOR THE INDEPENDENT ADMINISTRATOR (IA) FOR THE PRODUCTION OF THE NEXT UGEITI REPORT.

6.1 The presentation attached as *Annex D* was made by the Compliance Officer of the UGEITI Secretariat. He provided the following highlights:

- a) The European Union Delegation had committed to support UGEITI financially with the procurement of the IA.
- b) The objectives of the TORs for the IA assignment were to:
 - Guide on the procurement of an IA.
 - Produce a scoping study to inform the MSG's decision on the scope of the 2020/2021 EITI Report.
 - Draft the 2020/2021 UGEITI Report in accordance with the criteria set out in the EITI Standard.
 - Produce a monograph of the Report.
- c) The six (6) phases for the production of the 2020/2021 EITI report were:
 - Scoping and scoping study
 - Preliminary analysis and inception report
 - Data compilation and collection
 - Initial analysis and reconciliation
 - Investigation of discrepancies and draft EITI report
 - Final EITI report

6.2 REACTION FROM MEMBERS

- a) Members were concerned that the delay in the procurement of the IA could potentially affect the timely production of the second report. The Head of Secretariat informed the meeting that the activity that consumed the most time during report production was filling of the templates, and if this was completed in time, then the deadline of 30th June 2023 would be met

A member from the Government Constituency stated that his institution had its own template with all the information required by

the IA and transferring the information into the format of the IA's reporting template increased transaction costs.

- b) A representative from the civil society enquired whether UGEITI had drawn any lessons from its previous experience with the IA while producing the first report. In response, the National Coordinator stated that UGEITI had noted the importance of timely filling and certification of reporting templates. He also explained that the delay in the recruitment process of the IA which in turn had been caused by the COVID-19 pandemic had affected scheduling and caused UGEITI to request for a deadline extension for the report submission.
- c) The Secretariat stated that it would share proposals for discussion in the following areas, for consideration in the second EITI report;
- Reconciliation of mining companies
 - Reviewing of local government royalty payments
 - Aligning gold exports data with URA, DGSM and Ministry of Trade and Industry.
 - Confirmation of the number of employees in the extractive sector

A representative from government explained that DGSM was conducting a count of the number of employees during their visits to mines this financial year and that they would be able to provide an indicative figure of employment for the mining sector.

6.3 WAY FORWARD

- a) The MSG should form a committee for the second EITI report or use the old one.
- b) Organize an MSG meeting to review the data collected from URA and have a discussion on the possibility of considering the issues raised in the first report.

6.4 Adoption of the IA TORs 2020/2021

The MSG approved the Terms of Reference for the Independent Administrator for the production of the 2020/2021 UGEITI report.

MIN 7.0: ANY OTHER BUSINESS

- 7.1 The National Coordinator informed the meeting that with the support of NRGI, UGEITI had organized a training for the MSG on energy transition scheduled to take place the following week, on a date that would be confirmed by Friday, 18th November 2022.
- 7.2 There being no other business, the Chairperson thanked members for their active participation and closed the meeting at 2:08 p.m.

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ACTION MATRIX

Min No.	Action Point	Resp. Inst.	Timeline	Action Update
Matters Arising from the 21st MSG meeting				
3.2 b)	Write to the EITI Champions requesting them for a meeting with a delegation of the MSG from the Uganda EITI	Chairperson	28/02/23	Pending the appointments of the MSG representatives which is expected to be concluded at this meeting.
	Nominate two representatives from each constituency to this delegation.	MSG	28/02/23	Nominations to be conducted at this meeting.
3.2 c)	List the activities that should be prioritized for funding – to be shared at meeting with MoFPED.	Secretariat	30/01/23	Done. Submission was made to MoFPED for consideration for Quarter 3 and 4 of the financial year.
3.2 d)	Follow-up with CNOOC Uganda Limited concerning their feedback on the work plan.	Secretariat	15/12/22	Done. CNOOC Uganda Ltd communicated their “no objection” to the work plan.
3.2 e)	Provide feedback on the two languages chosen for translation of the UGETI report.	Secretariat	17/11/22	Feedback to be provided in this meeting.
4.2 e)	Identify entry points in programme working group meetings for EITI and request MSG members from different institutions to create awareness about EITI in the groups and source for funds.	MSG	15/12/22	Done. The Secretariat identified the following 7 programmes under the NDP related to the EITI: 1. Mineral Development. 2. Sustainable Development of Petroleum Resources. 3. Natural Resources, Environment, Climate Change, Land and Water Management. 4. Private Sector Development. 5. Sustainable Energy Development. 6. Community Mobilization and Mindset Change. 7. Development Plan Implementation.
IA TORs 2020/2021				
6.3a)	Form a committee for the second EITI report.	MSG	01/12/22	Done at the 23 rd MSG meeting.

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6.3b)	Organize a meeting to review the data collected from URA and have a discussion on the possibility of considering the issues raised in the first report.	Secretariat	30/01/22	Done. Meeting was conducted in 9 th February 2023 at the UGETI Secretariat.
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Signed:

MSG Chairperson: Quayanya Date: 28/2

Secretary/National Coordinator: [Signature] Date: 28/02/2023