
**Meeting Minutes of Second 11th MEITE-Multi-Stakeholder Group Meeting held
in Nga Like Kan Thar Eco Resort, Nay Pyi Daw, on February (14) and (15),
2018**

Objective

The 11th MEITI-MSG meeting was held for – the discussion and explanation by the coresponding departments and Moore Stephen (IA) regarding the differences in Myanmar report for 2014-15 and 2015-16; discussion for formation of sub-national coordination unit SNU in states and regions for the discussion of information and recommendations in the drafted report; discussion of opinions and remarks given and sent by the office of international EITI regarding the MSG ToR to meet 2016 EITI standard criteria; presenting update information on the template training regarding the mining cadaster and forestry sector; explaining future plans of the consultant hired for BO; presenting the implementation situations of recommendations from the sixth MEITI-MSG meeting; discussions of sub-committees to validate the meeting decisions; scheduling of MSG meeting to be held in May and meetings of sub-committees.

Meeting Participants

(10) government representatives from MEITI-MSG, (11) representative from civil society sector, (7) reps from private sector, (2) reps from World Bank, (6) reps from donor agencies, (8) from MOBD, (11) responsible persons from NCS office and (45) other observers; total (100) attendees attended the 11th MEITI-MSG meeting on February 14 and 15. Details are described in appendix-1.

MEITI-MSG Meeting Day – 1 (14.2.2018)

1. Opening speech by MEITI-MSG chairman, Union Minister, Ministry of Planning and Finance

In the opening speech by the chairman of MEITI-MSG, the deputy minister U Maung Maung Win from the Ministry of Planning and Finance, he mentioned that – corresponding department would discuss about information proposed by IA in the draft report; there were finished, ongoing and uninitiated implementations regarding the recommendations from the first report; by the following time, the report was for 2 fiscal years which alerted that all would have to strive together among government departments regarding the remaining and more recommendations; works were on the way to prepare the best for the validation that will be commenced in July; implementing of beneficial ownership regarding the EITI implementation process; BO consultant had already discussed with corresponding department for future plans in which implementations would initiate by next month; field-researches had been conducted by the mining cadastre consultant in Myanmar for future works; transparency regarding the natural resources of the nation as a long-term vision that would benefit the citizens and civilians; release dates had been set for pre-final report on February 27, final report (English Version) on March 12, 2018 and final report (Myanmar Version) on March 30, 2018; future plans would also be published on EITI website. And he concluded by encouraging corresponding departments and members of MEITI-MSG to work together for discussing the draft report in the following meeting.

2. Detailed discussion on information and recommendations from 2014-15 and 2015-16 draft reports (IA –Moore Stephen)

Independent administrator (IA) detailed the explanation of information, remaining digital datas to be provided by the government and recommendations from the draft report for 2014-15 and 2015-16. He added that remarks on the draft reports were needed to be made by February 19 whereas pre-final report had been set on February 27.

Program advisor from MEITI NCS office then requested that due to flight delay of IA to Myanmar, planned meeting with corresponding departments were adjourned and in this

following meeting, he would like to meet up with the departments which was why the MGE and MPE were invited in the morning session and Mining and MOGE in the evening. He added that final decisions were planned to validate by the MEITI-MSG after the meeting with the departments and photos of the following day’s meeting to be taken as records.

Deputy minister U Maung Maung Win from the Ministry of planning and finance also added that – corresponding departments would discuss on the draft report presented by IA; no specific comment would be given on the summary sent by the IA but would focus on the “result” that would be included in reconciliation scope; only correct result would produce correct Reconciliation; which was why it would be able to point out the difference at once in findings released by the IA; IA would be able to release the pre report only after examining the information including in the recommendation within the following two days; the released pre report would also need to be revisited and rediscussed; there were some information presented by IA that were found with a need to be revised; among the facts, one with description that said money from SOE were paid to IRD and Custom and three statements saying DOM gained from State contribution were put in as union budget were misleading the meaning that money were put into the budget; these information had some gaps and that the corresponding departments would need to discuss these gaps and differences.

3. Presenting the gaps and differences found in 2014-15 and 2015-16 draft reports to the responsible persons from the corresponding government departments (MGE, MPE) (IA – Moore Stephen)

He said that his first discussion was about the missed information regarding MGE. Firstly, Moore Stephen (IA) discussed correspondingly with responsible persons about the gaps and differences in the draft report regarding the MGE and MPE. He discussed that there were some necessities from the side of the departments in sending information to IA and that those needed to be reviewed and corrected. He added NCS to follow up the information required from the departments by the IA and to translate and send.

(1) Hour break for lunch was taken.

4.Retrieving recommendations from the members of MEITI-MSG on planned SNU Formation in Dawei township. (Program Manager NCS, EITI NCS office)

Program manager presented details about the formation of sub-national coordination unit (SNU) in the states and regions.

A representative from civil society sector added that – SNU workplan and National Workplan should be connected to an extent; only connection with National workplan would enable the granting of expenses for the implementations; despite the fact the SNU necessary to be connected with validation, it could not be done at this validation due to lack of available timing and hence should be included in the next validation; schedule should be framed given the positioned national level workplan; expenses should be made in accordance with the implementation manual being used in MSG regarding the budget; implementation manual workshop was necessary for SNU in later parts; NCS role in SNU to be positioned for each Constituency with secretariats and those secretariats would be responsible for NCS role; Two factors- (1) Genuine representation, (2) potential problems with low or high expectation of planned SNU formation groups – were important.

Another representative from civil society sector added that – before going to the states and regions, information regarding them by the report should be observed and prepared and that states and regions could cooperate more by knowing what information and activities were described in the report.

Decisions on – details needing to be discussed in Communication and Outreach Sub-committee meeting; pre-requesting list of representatives from each Constituency to be involved in MSG; NCS setting deadline for latest submission of the list and detailing of agenda were validated. SNU Formation workshop in Tanintharyi region was then decided to be held on February 26 and 27.

5. Updating information regarding the mining cadastre (Technical Coordinator, Myanmar EITI NCS office)

Technical coordinator then updated information regarding the mining cadastre. He mentioned that – consultant hired for mining cadastre would be visiting Mandalay and Mogok townships in Myanmar on 12 to 19 for observation trips and findings would be discussed with coresponding departments; precedures of corresponding departments were also being observed; schedules for observations were also being planned; the consultant would meet up with the union minister on 19; he would meet up with Bill committee and other PMs on 20 and would meet up with NREC committee on 21 and that he would meet up and discuss with the committee member in Mining Cadastre Sub-committee on 23 in Yangon.

6. Discussion regarding the Forestry Report Training (Technical Advisor, Myanmar EITI NCS office)

The technical advisor from NCS discussed about the reporting template training regarding the forestry sector. He added that – forestry IA attended and explained about the report in the Technical and Reporting Sub meeting held in Yangon on January 26; he then again explained in the MSG meeting held on 29; template training to be held on February 26 as a future implementation; coresponding departments and companies were already been informed; templates were also being sent on before hand of the training; it would be held in Yangon and Myanmar Timber Enterprise, Department of Forestry, Joint-forestry corporation, IRD, MOBD and Treasury departments had been invited; after the training, recollection of listing would be done until March 12; first draft report would be presented on May 11 and the final on May 18; coresponding departments would be requested to provide digital datas; and that information such as transferring of tons of timber captured for each regions, to which those had been sold and the taxes for the production of forest-related other products. He added that closest time schedule would be planned after the training on 26.

7. Discussion regarding beneficial ownership (Technical coordinator, Myanmar EITI NCS office)

Technical coordinator of NCS presented the update information regarding the BO. He described that – there were (6) future implementations; first was considering which organizations should be involved in forming BO taskforce; second was according to the BO definition decided by MSG, re-observation on information regarding BO in other laws currently enacting in Myanmar were being made; third was proposing to what extent, things should be involved in BO reporting scope and which committees; fourth was which committees would lead in collecting information; fifth was to what extent politically exposed person regarding the BO would be exposed; and the last was how to go through the stages in accordance with EITI standards.

One representative from civil society sector discussed that – it would be more suitable to establish EITI Law regarding the BO instead because more time would be consumed to connect with the existing laws; EITI Law would become a road map in the reforms by the time of validation; and that before that, Administrative Decree was a better path.

A representative from World Bank discussed that the concept note should be discussed in the sub committee meeting first.

MSG chairman then decided that to present the discussions and recommendations from MSG to the leading committee, concept note would be discussed in the technical and reporting sub-committee meeting.

Representative from civil society sector than proposed that – workshop should be held to discuss about the things that needed to be corrected as the recommendation regarding the SOE were revealing; it was necessary to discuss how to do details; reforms of SOE related to the resources would not be the same type as others; and that the workshop should be held in mid of April.

Deputy minister of Ministry of Planning and Finance then described that now was the time to discuss whether SOE should still involve or should be expelled. He added that this should be discussed inclusively in technical and reporting sub-committee meeting.

8. Conclusion (Deputy minister U Maung Maung Win, Minsitry of Planning and Finance, MEITI-MSG Chairman)

In the closing session, deputy minister U Maung Maung Win from the Ministry of Planning and Finance, chairman of MEITI-MSG gave speech in which he said that – day (1) of 11st MEITI-MSG meeting abled discussion about the information on mining cadastre, forestry and updates on beneficial ownership and that the upcoming works and schedule could be made for future implementations due to corresponsive discussions. He added that – in the next day, validations for discussions between IA and coorespondng departments; it was necessary to mplement the recommendations from dearft report to be carried out by the evel of priority but regular meeting had then come to an end. He concluded by encouraging the remaining discussions regarding gaps and variances among mining and MOGE and IA were discussed further.

9. Discussion with responsible person from the corresponding government departments; Mining department and MOGE; regarding the gaps and differences including in the draft reports of 2014-15 and 2015-16. (IA – Moore Stephen)

On the second day of the meeting, a corresponsive discussion between IA and responsible persons from mineral sector and petroleum and gas sector, regarding the gaps and variances was made. They discussed that the departments had requirements in providing information to IA and IA to revise the information that needed to be reviews and corrected.

MEITI-MSG Meeting Day -2 (15/02/2018)

1. Opening speech for second day of MEITI-MSG meeting (U Win Htein, vice-chair of MEITI-MSG)

He described that – he was glad since everything went fine the day before with the discussions regarding the gaps and variances between IA and corresponding departments; this MSG meeting was more unique than other usual meetings; all attendees needed to work together on the second day too; it was necessary to implement the tasks after the report had been released; it was necessary to carry SNU formations out successfully; and that the MSG members needed to cooperate to discuss the necessities.

2. Discussion with corresponding department regarding the draft report (Program Advisor, Myanmar EITI NCS office)

First, it was said that validations needed to be made regarding the IRD and the departments needed to discuss openly. IRD then rediscussed the presentations from corresponding departments for validation. IRD explained that – there was no database system that could cover the whole country yet and had started working on it; homemade softwares were only being used at the IRD offices currently; doing things manually was the main problem for the time being; and that data submitted by MOGE were audited and sent as an email to IA.

He then said it was about validating IRD regarding the mining; he asked that the commercial tax of ME2 and variance was validated.

His question was answered that if the slip proving that ME2 had paid the tax, it would be checked in Nay Pyi Daw council and would be sent to IRD after NCS has retrieved.

The next question was about to check the state contribution regarding ME2 and ME2 to provide with necessary information.

The question was answered that state contribution had no relation with IRD but only with other department. Next request was to examine the variance between information provided by ME1 and information entered by SOE.

IRD replied that everything matched during the auditing and asked to check whether other taxes were included. It was then discussed that as payment slips do not contain the taxes given under private names, this difference should be removed from the report. If not, the variance would be too high. Implementation to reform the tax law being on the way, plans for separated taxing regarding extractive sector; requesting understanding if these followed in the upcoming years since it was a long-term process – furthered the discussion.

MSG was then requested to decide whether it was still necessary to include the data from the companies (Not yet in the level of production) since it was described in the recommendation.

It was then decided that – it was better to include explanation for why rather than to exclude the information regarding those companies even though the companies could not provide data; and that information already received from some companies would be included but not those that haven't received yet.

Following the conclusion session was summary on current implementation processes of decisions from 10th MSG meeting.

(1) Hour break for lunch was taken.

3. Discussion on MSG ToR (Program advisor, Myanmar EITI NCS office)

It was discussed that – EITI MSG chairman serving as head in MSG meetings was one of his responsibilities; MSG lifespan had already been adjusted with the lifespan of the government in MSG ToRs; MSG tasks would be adjusted with 2016 EITI standards; 2 representatives would be chosen from each constituency and 4 representatives from businesses with different sectors; those representatives were required to attend the working committee meeting; and to hire a consultant who would review for developing EITI law in accordance with EITI standards and existing and enacting laws and principles; and that all the attendees to remain in the meeting till the decisions were made and it would be the person's own responsibility if absent.

4. Validating the decisions from 11th MEITI-MSG meeting (Program Advisor, MEITI NCS office)

It was discussed that – a visit of Damwei on 26 regarding SNU was required; March was suitable for Shan trip; MSG members should help with the workshop to be held in Dawei regarding the SNU formation since there were tasks to undertake by NCS to host meetings, data follow-up processes for the report at the end of February; Daw Moe Moe Htun, U Aung Kyaw Moe, U Thant Zin from private sector, U Win Htein, U Kyaw Thet, U Than Htay Aung and U San Win from government sector would accompany the trip; all the targets were to be held in one place if a trip was made to Shan; only patron was involved in SNU formation and representatives from each constituency to be selected as secretariats; and that the detailed agenda would be discussed in communication and outreach sub-meeting.

And then the following discussions continued – BO concept note needing to be discussed at technical and reporting sub meeting; NCS to sent invitation to mining cadastre; detailed discussion in technical and reporting sub-meeting to be made to ensure that implementations were on time track; instructions regarding the reporting templates to be translated into English and Myanmar languages and to be distributed; guidelines to be made for upcoming years regarding the reporting template and corresponding departments to complete according to the guidelines; situations on pearl sector to be described in the report; it was necessary to release official statement; to discuss in technical and reporting sub meeting about MSG needing a timeline to keep since it was required that follow-up was made on reform recommendations; a date to be confirmed for SOE workshop to be held in April; agenda for the workshop should be discussed; focal person to be selected by each constituency; EITI Policy had been developed according to the first recommendations and thus to make ToR to hire a consultant to review it; NCS was to send letter to OAG to verify information from IRD. It was then discussed that the next 12th MSG meeting would be held on March 16 in Yangon. IA then continued the necessary remaining discussions with the departments.

Fifth MEITI-MSG Meeting Decisions (28th July 2017)

Sr. No.	Description	Action Taken By	Status
1	Agreed and decide to hire translator for the translation of Implementation Manual and EITI Standard 2016.	MEITI-NCS Team	Ongoing

Seventh MEITI-MSG Meeting Decisions (2nd October 2017)

Sr. No.	Description	Action Taken By	Status
1	Unilateral disclosure by MGE/IRD/CD of revenues collected from companies not selected in the reconciliation scope	IRD	Ongoing
2	IRD has to engage the process to collect data on revenues collected from extractive sector based on the list of companies provided by the MONREC and MOPF MONREC has to also consider the submission of disaggregated data for revenues collected from small scale operators		Ongoing
3	Companies involved in EITI report should be given credits or MSG recognition	MSG/NCS	Ongoing
4	MSG decides MOGE to be disclosed other accounts information and total amount up to now.	MOEE/MOGE	Done

8th MSG Meeting Decisions (6 November 2017)

Sr. No.	Description	Action Taken By	Status
1	OAG to verify data for reporting Departments under MOPF, IRD, Treasury, Budget Department and Custom Department	OAG	Done
2	To draft EITI bill which all the stakeholders can involve so that EITI process can continue regardless of government transmission. Before EITI Bill can be passed, to include EITI process in the existing laws and to discuss EITI process at the Pyidaungsu Hluttaw	MSG	Ongoing
3	To liaise with the 8 EAOs which have signed cease fire agreement to raise awareness Since EITI is included in the NCA,	MSG	Not yet
4	To complete and review the Action Plan and the Communications Plan	NCS	Ongoing
5	The Communications and Out-reach sub-committee to include grievance procedures in the Communications Plan/strategy	NCS and the communications and out-reach sub-committee	Ongoing
6	NCS coordinate with State/Region in order to form sub-national coordination units (SNU_	NCS	Ongoing

9th MEITI-MSG meeting Decisions (19th December 2017)

Sr.	Description	Time	Action Taken By	Status
1.	Phanteeyar will voluntarily support the development of Open Data Format according to EITI 2016 standard, and NCS also to look for and contact with other organizations which can support on that work		NCS	Ongoing
2.	U Win Myo Thu suggested to add the following points in the Forestry Scoping Study report <ol style="list-style-type: none"> 1) The criteria for selection and procurement process for having transparency in licensing for sub-contractors 2) As it is found that 25% discrepancies in reconciliation for year 2015-16, and unilateral disclosure will be carried out, this is to describe how that process will be carried out 3) To add how the money flow for 'Other Account' is managed in the report 4) It is also necessary for MTE to disclose the production data (amount of production, sold and remaining), and if possible to provide the remaining balance stock of teak per deposit 5) To disclose the confiscation revenue information (revenue gained from confiscation, amount of domestic use and export from the confiscated teak and to mention those in the reform agenda by the Forestry department) 6) To describe the profit share of forest joint venture and annual deposit in the scoping study report 	December 22		Done
3.	To brainstorm on who should involve as stakeholders in BO taskforce		MSG NCS	Ongoing
4.	10 th MSG meeting will be conducted on 29 January, Yangon.	29 January, Yangon	MSG	Done
5.	Communication and Outreach Sub-committee meeting	2nd week of January		Done
6.	Work plan and Governance sub-committee meeting	December 29		Done
7.	Technical and Reporting Sub-committee meeting	Second week of January		Done
8.	Statement of Sources and Uses of Funds is confirmed	19 December 2017	MSG members	Done

Decisions from 10th meeting of MEITI- MSG

No	Decisions	Time	Action taken by	Status
1.	During the 7 th meeting of MSG, the quantity of Gold was asked to mark according to the “Unit” agreed in the contract. However, Gold in ToZ was only described in “in-kind payment flow reconciliation” and thus the Independent Administrator(IA) is to re-examine. And to put the conversation units from Department of Mines in newly constructed column.		Independent Administrator (Moore Stephens)	Ongoing
2.	During the 7 th meeting of MSG, the quantity of gold still needs to be offered were promised to be described in “In-kind” but since the information hasn’t been revealed, it is to be retrieved and send it to IA.		ME-2, NCS	Ongoing
3.	<p>These following suggestions are to be consolidated during the 11th meeting of MSG.</p> <ul style="list-style-type: none"> • To review the government loans and contracts in the upcoming EITI reports. • Details on License Awarding Process (especially for Petroleum and mine) for e.g, Date of expiration, Date of licensing – are to be included in the report. • Respective departments are to analyze the data gaps in the report and prepare explanations to discuss in the upcoming meeting of working sub-committee on technical reporting process. • To prepare comparative analysis of the progress on the undertaken implementations and implementations yet to be made regarding the recommendations obtained from the first round of report. • To schedule “Detailed Implementation Plan (DIP)” in the work plan up to 6 months. • Licensing process for Sagaing region is to be highlighted in EITI report. • In Payment Flow, Remittance of Myanmar Gem Enterprise (MGE) to other account are to be separated into OA 1 and OA 2 accordingly. • To outline the financial flow and expenses in the “other account” along with the EITI standard criteria. • Amendment of Tax Law 49-B are to be described as a recommendation in EITI report. 			Done
4.	To continue discussing detail plans of Open date policy in		Workplan and	Done

	the upcoming Workplan & Governance sub-committee meeting		Governance Sub-Committee Meeting	
5.	Prolonging the Grant Agreement up to 2020 instead of 3 years work-plan is to be considered only after the submission of revised budget. Detail situations are to be discussed again in Workplan and Governance Sub-committee		Workplan and Governance Sub-Committee Meeting	Done
6.	To conduct orientation in one region or state while workshop is conducted in another region or state simultaneously regarding to SNU. SNU-related trips will be made twice a month and MSG members are to participate in SNU workshop that will be held 2-Days.		NCS, MSG	Ongoing
7.	SNU orientation in Shan State is to be conducted one time in combination in Taunggyi township and number of members to organize SNU is to be asked and reported.		NCS, MSG	Ongoing
8.	Unsettled topics about MSG ToRs are to be discussed during the 11 th MSG meeting or Sub-committee meetings.		NCS, MSG	Done
9.	Inviting persons involved in reporting entities and hosting sub-committee meeting on technical and reporting processes	February 8	Members of sub-committees	Done
10.	Work plan and Governance Sub-committee meeting	February 22	Members of sub-committees	Done
11.	Communication and Outreach Sub-committee meeting	February 23	Members of sub-committees	Done
12.	Mining Cadaster Sub-committee meeting	February 13	Members of sub-committees	Done
13.	Inviting the Independent Administrator (IA) to 11 th MSG meeting for analytical explanation of the report and observing the Q&A discussions – and the workshop to be conducted in Naypyidaw	February 14 and 15	MSG members, NCS	Done
14.	To negotiate with respective government departments the date for conducting Reporting Entities Template Training for government departments working on development of report on Forestry and other companies		NCS, FD, MTE, FPJVC	Ongoing
15.	NCS to inform the Independent Administrator to describe in separated table format for the positive differences and negative differences in the report without mixing in paraphrases.	Before IA submit the report	NCS & Independent Administrator	Done
16.	To discuss the progress of implementations on the recommendations from the first reporting cycle during the sub-committee meetings		Sub-committee members, NCS	Done

Decisions from 11th meeting of MEITI- Multi-Stakeholder Group

No.	Description/Decisions	Period	Implementation Body	Remarks
1.	To send information about potential individuals from NCS in advance for the formation before SNU Formation. (For e.g, EITI Standard) To retrieve permission from NCS to each of the Constituency for the list of representatives from Tri-party Coalition to join the activities in (6) States and Regions.	February 20, 2018	NCS, MFMA, MGJEA, MFPMF, MATA, Oil and Gas companies	
2.	SNUs from the states and regions must have workplan and ToR, connecting with MSG Workplan and to comply the budgeting with the guidelines currently using in National Level.		National Coordination Secretariat (NCS)	
3.	Member from SNU are invited in each and every MSG meeting for discussion. SNU to be listed as a Part of the Validation at this stage yet but to be considered in long-term		National Coordination Secretariat (NCS)	
4.	Workplan and Governance Sub-committee meeting	February 22, 2018 (9:00 AM to 12:00 AM)	NCS, Sub-committee members	
5.	To host Technical & Reporting Sub-committee meeting to discuss about BO Concept note	February 22, 2018 (1:00 PM to 5:00 PM)	NCS, Sub-committee members	
6.	Mining Cadaster Sub-committee meeting	February 23, 2018 (9:00 AM to 12:00 PM)	NCS, Sub-committee members	
7.	Communication and Outreach Sub-committee meeting	February 23, 2018 (1:00 PM to 4:00 PM)	NCS & Sub-committee members	
8.	To conduct a forestry-related “Reporting Template Workshop” on February 26 and the NCS to send invitation corresponding companies and departments.	February 26, 2018 (9:00 AM to 4:00 PM)	NCS	
9.	To conduct SNU Formation Workshop in Tannintharyi on February 26 and 27.	February 26 and 27, 2018	Selected members of Tri-party Coalition and NCS	
10.	To establish Timeline and action plan for		NCS	

	implementation of recommendations from the first report cycle.			
11.	Discussions (1) Guidelines and instructions for reporting templates are to be published both in Burmese and English languages (2) To include situation analysis on matters related to “pearls” (Connection with MPE, Licensing, details of the company, Pearl emporium data) in the report (3) Determined regular meeting mechanism for each period (or) inviting MSG to attend the meeting regarding the topics of discussion (i.e. Reform and recommendations follow-up) (4) To conduct SOEs Workshop regarding the “extractive sector” in April		MSG, NCS & IA	
12.	To allocate 1 or 2 focal person for each of the Constituency among Tri-party Coalition. However, for the private companies, representatives from each working mechanism of the enterprise are to be selected and hence, (4) total focal persons. Selected focal persons related to the meeting agendas will be invited by the secretariat to join the meetings of leading committee and working committee.		Representatives from (3) selected sectors, NCS	
13.	Developing of EITI law according to the recommendations from the first MEITI report is to be presented to leading committee for discussion. To discuss the discussions regarding the concept note with the leading committee.		NCS	
14.	To continue discussing in details on workplan and governance sub-committee regarding the EITI law and policy	February 22, 2018 (9:00 AM to 12:00 PM)	NCS, Sub-committee members	
15.	To hire consultant for legal review on the extractive sector		NCS, MOBD	
16.	To send official request letter to the Office of the Auditor General of the Union, asking to audit the data related to completed taxations of the companies regarding the resources (Unilateral Disclosure data) although it is not covered in the auditing fields that will be completed by the Internal Revenue Department.	February 23, 2018	NCS, MOBD & OAG	To send official letter to OAG by NCS and office of ministers
17.	In the appendix of the drafted report, the companies that didn't receive the Auditor certification sheet will be listed with the companies who submitted beyond deadline but no other remaining companies.		MSG, IA	

	To highlight with remarks about the companies with belated submissions in the report.			
18.	12 th Tri-party Coalition meeting	March 16, 2018	MSG members and NCS	
19.	Auditing team will send the second EITI report (Pre-final) that covers 2 fiscal years; 2014-2015 and 2015-2016 on March 9, 2018.	March 9, 2018	Auditing team (Moore Stephens)	
20.	Myanmar Oil and Gas Enterprise is to reveal the situations of (4) companies among (8) natural gases companies that was listed as missing data in 2015-2016 Myanmar EITI report but have paid the data fees- to NCS and NCS is to translate the document and send it to the IA.		MOGE, NCS, IA	
21.	MOGE is to contact Gail JJ India Ltd. which is petroleum and natural gas company that haven't received reporting template hard copy.		MOGE	
22.	NCS to release a letter requesting information from Myanmar Pearl Enterprise(MPE) to include in Myanmar EITI report.	February 16, 2018	NCS and MPE	
23.	NCS to follow up and send the received information from the corresponding departments to include in the report of the IA.		NCS, Government Departments and IA	

Annex 1 – Meeting Attendance List

NO.	Name	Organization	Title	E-mail
1	U Maung Maung Win	MOPF	Deputy Minister	maungmaungwin58@gmail.com
2	U Win Htein	DOM	DG (Retd.)	uwinhtein58@gmail.com
3	U Myo Myint Oo	MOGE	MD	
4	U Than Htay Aung	MOGE	Advisor	Thanhtay3000@gmail.com
5	U Kyaw Thet	DOM	DDG	k.that2011@gmail.com
6	U Myo Naing	MGE	Director	myonaingmge@gmail.com
7	U Kyaw Hoe Hlaing	IRD (MOPF)	Alternative	
8	U Soe Yee	MTE	AGM	soeyee.mte@gmail.com
9	Daw Htar Ye	OAG	Director	Fax.067-8407285
10	Daw Mi Mi Win	GAD	MSG	gad.office.gov@gmail.com
11	U Win Myo Thu	MATA	MSG	winmyothu@gmail.com
12	U Kyaw Thu	MATA	MSG	kyawthutiger@gmail.com
13	U Aung Kyaw Moe	MATA	MSG	komoe.akm@gmail.com
14	U Naing Lin Htut	MATA	MSG	linlin751245@gmail.com
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16	U Thant Zin(Magwe)	MATA	Alternative	
17	U Mounng Dan	MATA	MSG	mangoesdam@gmail.com
18	U Aung Phyto Kyaw	MATA	Alternative	caspa007@gmail.com
19	Daw Moe Moe Tun	MATA	MSG	moe2tun@gmail.com
20	U Htoo Aung	MATA	Alternative	mata.comofficer@gmail.com
21	U Ye Lin Myint	MATA	NC	
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24	Dr. Sein Win	MFPMPF	Chairman	drseinwin.sw@gmail.com

25	U Kyaw Soe Win(alternate of Mr. Dong Yunfei)	Myanmar Yangtse Copper	Alternative	
26	U Nan Win	MGJEA	MSG	nanwinhk@gmail.com
27	U Win Tin (alternate of Mr.Romarc Roignan)	Total	Alternative	u.win-tin@total.com
28	U Myo Zaw Oo	MPRL	SSEO	Myo.z.oo@gmail.com
29	Daw Mya Mya Oo	IRD	DDG	myaooird@gmail.com
30	Daw Min Min Khaing	IRD	AD	
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67	Daw Kyawt Su Thein	MGE	Staff	
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