

The Minutes of the 31st Multi-Stakeholder Group (MSG) Meeting

I. Introduction

1. The 31th MSG meeting of Myanmar Extractive Industries Transparency Initiative (MEITI) was held virtually on 31st August 2020. The meeting agenda is enclosed as Annex (1). The meeting was held to cover the following issues:

- (a) Updating about the implementations of the 29th and 30th MSG meeting decisions
- (b) Presenting about the handover process of NCS
- (c) Discussing about the update on the Mining Cadastre
- (d) Updating about the website preparation for the BO disclosure Phase II
- (e) Approving Project Definition and presenting Project Level Reporting next steps
- (f) Presenting Beneficial Ownership and Contract Transparency Legal Review REOI announcement, Quasi-Fiscal Expenditures Study REOI process and Systematic Disclosure REOI process
- (g) Presenting about the preparation for the announcement for the statistician for 6th Summary Data Report
- (h) Approving 6th and 7th IA TOR (draft)

2. The MSG Chair, Vice-chair, National Coordinator, MSG members, alternates, MOBD, National Coordination Secretariat (NCS), the donors and development partners representatives and other observers, altogether 50 (M – 29, F – 21) attended the meeting virtually. The meeting attendance list is presented in Annex (2).

II. Opening Remark by the MSG Chair

MSG Chair U Maung Maung Win, the Deputy Minister of Ministry of Planning, Finance and Industry (MOPFI) mentioned in his opening speech that the meetings were held very frequently for NCS to update and then explained about the purposes of this meeting that NCS would update on the implementation status of the 29th and 30th MSG meetings, that MOBD and NCS would share about the handover process since MOU between MOPFI and NCS would expire in coming September, that MSG would also discuss about the BO website updates, the project definition and project level reporting process, the recruitment of BO and Contract Transparency Legal Review Consultant which would later need to be discussed in MEITI Leading Committee. He also mentioned that USAID would support to hire a consultant for Quasi-fiscal Expenditure Study of MEITI and NCS would share updates on the process of Systematic Disclosure Consultant REOI, the statistician for the 6th MEITI summary report summary. MSG Chair stated that MSG needed to approve the TOR for 6th and 7th Report IA. He concluded his opening speech by encouraging MSG to discuss actively.

III. Speech by the National Coordinator

National Coordinator U Soe Win started his speech by expressing gratitude to MSG Chair, Vice Chair, MSG members and relevant stakeholders who supported and participated to make the virtual launching event of the 4th and 5th reports during the constraint situations caused by COVID-19. He shared that MEITI has so far published 5 reports and 4 forestry reports and has

been implementing BO, Mining Cadastre, Corrective Actions in accordance with Validation and activities in accordance with EITI Standard 2019 and that MEITI has come quite a long way from the very start until now. He requested MSG cooperation for implementing EITI activities in time under the COVID-19 situation such as the activities that needed to be carried out by 31st December 2020 in accordance with 2019 EITI standard and the corrective actions that needed to be taken action before April 2021 and to support the new national coordinator to continue MEITI process successfully. He also shared about the handover process of NCS with MSG on how eight staffs from MOBD would come to NCS on 7-9-2020 for handover and for learning systematically and the respective teams from NCS have been preparing for it. He shared that NCS officials will present the handover plan and requested for MSG to discuss and decide accordingly regarding Commodity Trading Report, Project Level Reporting, Quasi Fiscal Expenditures (QFE).

IV. Update on 29th and 30th MSG Meeting Decisions Implementation

(1) Senior Communication Officer firstly presented the 29th MSG meeting decisions implementation status as follows:

No	Decisions	Implementation Status
1.	<p>For Technical and Reporting Sub-committee to discuss actively on common goals, outcomes and impacts, key performance indicator regarding EITI implementation:</p> <ul style="list-style-type: none"> • for all Technical and Reporting Sub-committee members to attend • to discuss EITI Impact and outcome assessment and key performance on 5-8-2020 • to discuss Final Inception Report for 1st MEITI Commodity Trading Report on 6-8-2020 • to hold virtually if in-person method is not possible <p>To report to MEITI champion about the discussion and decisions regarding EITI Impact and outcome assessment and key performance for accreditation</p>	<p>Implemented</p> <p>The draft TOR for the impact study consultant has been shared with Technical and Reporting Sub-committee and the sub-committee has shared their feedbacks as well.</p>
2.	<p>To share Mining Cadaster Phase II related minutes from MONREC’s working group and consultant with MSG</p>	<p>Implemented</p>
3.	<p>To share with Working Committee with its members from difference government agencies that transparency and accountability is the most fundamental in</p>	<p>Not yet implemented</p>

	MSG’s TOR and principles and for MSG chair, vice chair and national coordinator to coordinate accordingly	
4.	It has been recorded that Working Committee reports to Leading Committee and it needs to implement MSG decisions after Leading Committee approve and has responsible to coordinate in accordance with procedures.	Only documentation of the meeting discussion
5.	To develop SOP of Donor Consultation Group	Not yet implemented
6.	<ul style="list-style-type: none"> To implement MSG decisions as soon as possible For relevant departments and organisations to share meeting attendee lists accordingly 	Still implementing
7.	<p>To hold Mining Cadastre meeting at 1 PM on 15-7-2020</p> <ul style="list-style-type: none"> To hold virtually DOM to invite and arrange for the meeting 	Implemented

(2) After that, Senior Communication Officer presented the 30th MSG meeting decisions implementation status as follows:

No	Decisions	Implementation Status
1.	<p>During the discussion on the new national coordinator who RI and MOPFI has decided to go with, it was decided for MOPFI to explain to CSO representatives via letter about the following questions to make sure there is no delay in MEITI process during the interim period (before the new structure is implemented) and the activities are not postponed regarding the new national coordination</p> <ul style="list-style-type: none"> (1) Whose guidance should the new NC follow if NC to be appointed by RI and has role under MOPFI, (2) Who would take responsibility for EITI activities during the government transition period (3) It is understood that NC leads NCS. Who would lead new NCS? <p>It hereby documented that the government contribution to EITI budget if there were no more donor</p>	MOPFI reply letter has been shared with MSG on 21-8-2020

2.	Regarding the discussion on Option (1) Hybrid Organization under MOPFI and Option (2) Hybrid Organization under President’s Office proposed by the consultant, the government representatives from DOM, IRD, OGPD/ MOGE, MGE, OAG chose option 1, one of the private sector representative chose option 1 and the rest said they had no comments and agreed to follow the option chosen by most, and the CSO representatives suggested to use option 1 as temporary and to follow option 2 when the new government takes office	Only documentation of the meeting discussion
3.	When CSO representatives asked about the role of Working Committee, the consultant agreed to put it in the government side. Consultant shared the role of NC that NC in Myanmar, unlike other countries, is politically appointed person and not directly linked to NCS, that deputy NC would manage day to day operation. CSO representatives discussed if NC were to be politically appointed, it should someone with political power and will to implement EITI effectively.	Only documentation of the meeting discussion
4.	To operate with Option 1 until March 2021 and then change to Option 2	Still implementing
5.	To report decision no. 4 to MEITI champion to process for notification <ul style="list-style-type: none"> • for NCS to prepare the draft letter and for MSG to give feedback on it 	The draft was submitted to MSG by NCS on 13-8-2020 and the feedbacks were received on 17-8-2020.
6.	MEITI Selection Sub-committee to select Technicians/ Specialists for the new NCS	Not yet implemented
7.	Regarding the updates by Organizational Development Consultant, small group Work Plan and Governance Sub-committee with one representative from each sector to discuss separately <ul style="list-style-type: none"> • those representatives to give feedback on the draft report 	Still implementing
8.	MSG to give feedback on the final Organizational Development Consultant report	Not yet implemented
9.	Organizational Development Consultant to present Final Report no later than early September 2020 <ul style="list-style-type: none"> • Consultant discussed it could be delivered by 2nd week of September 	Not yet implemented

10.	Organizational Development Consultant to translate her reports to Myanmar language	Not yet implemented
11.	Organizational Development Consultant to present update at the next 31 st MSG meeting	
12.	To start NCS handover process on 15-9-2020 <ul style="list-style-type: none"> to discuss handover process, the team that would be handed over at the 31st MSG meeting 	To discuss today
13.	To hold the 31 st MSG meeting ASAP after negotiating the date with MSG chair	Implemented
14.	<ul style="list-style-type: none"> For consultant to present regarding other EITI countries’ organizational structure, recruitment to support the EITI implementation For consultant to update the organogram presented 	Implemented by consultant

(3) The programme manager updated about the decision no. 10 and 11 of the 30th MSG meeting that the consultant was not invited today as there were further discussion needed during 30th and 31st MSG meetings and would like to discuss the next time and that the consultant would update the small group of Work Plan and Governance Sub-committee and MSG occasionally. A CSO representative discussed that consultant should update the progress at this meeting. Another CSO representative discussed that Validation was not included in today’s agenda and would like to know the update. The programme manager then discussed REOI had announced to recruit QFE consultant and others like contract transparency, project level reporting needed to be carried out in time regarding the validation.

(4) A CSO representative asked whether the employee right has been considered for the current NCS staffs and the plan to make sure the current benefits were not affected. A representative from USAID shared that according to the update from their meeting with organizational development consultant Ms. Emma, the meeting between MSG chair and the consultant was last meeting held, the consultant had plan to meet with the core group of the Work Plan and Governance sub-committee, it was not possible to deliver the report on 7-9-2020 considering the current situation, the organogram and other EITI countries’ structure were submitted to MSG chair as MSG decided to go with option 1 first and then later changed to option 2, it was informed that she would start writing the policy paper after the structure is approved. A CSO representative then discussed that MSG had discussed about the structure and it was understood to be carried out like that. USAID representative discussed that the consultant would continue writing after MSG chair submitted the structure to the Leading Committee, the structure however was different from what it was discussed earlier, and hence it was not possible to deliver the report in early September.

(5) MSG chair thanked USAID (Nathan Associates) and discussed that there were two parts to consider for the new NCS to be independent financially and operating-related and to

be long lasting structure. He said that since RI has been appointed by the current government, RI has responsible to act as the national coordinator even the current national coordinator U Soe Win retired, the remaining period of the current government should be considered and it would be up to the new government after that 6 months. MSG chair then explained that Option (1) Hybrid organization under MOPFI and Option (2) Hybrid organization under President office would be combined, the implementations such as hiring the consultant and working with technicians could be independently carried out if it is decided to put NCS under MOPFI, the issue of writing the relevant policy for the new NCS could be continued after discussing with senior level persons. He said NCS would be put under MOPFI to be hybrid structure and thus the new structure discussion would be on-going while the current NCS handover.

- (6) A CSO representative asked how the recruitment or termination of the staffs would be carried out since it was known that the current NCS would be terminated and the new team would start. MSG chair discussed that the support to NCS from the World Bank would stop after September, and other activities such as recruitment of consultants could be carried out only. A CSO representative then discussed it would be great if the current NCS could work together the new team to make sure the EITI process is not stopped after the election and heard that USAID offered to help. MSG chair said that he would support to make sure the MEITI process is not delayed and to continue once the new government takes office. A CSO representative replied how the sudden change could be burden to the higher authority and MSG chair discussed how MOPFI and current NCS need to work together, how to make sure the process is not delayed and the recruitment of IA, hiring new staffs or currently staffs. A CSO representative encouraged to take 3 or 6 months for the transition. MSG chair discussed the government period is the same and hence, it could be considered if the financial situation worked out, and two teams working together could be the best not to delay any process.

V. Presenting about NCS Handover

- (1) The programme manager presented the handover timeline and how handover process has been shared with MOBD and MSG and that the two out of three preparation has been done, the respective teams from current NCS would do the briefing and sharing within two weeks and requested to assign focal persons for each team in MOBD as having focal person would be advantageous for the handover process and for coordination. MSG chair discussed it was important to have the technical officers and specialists for the respective teams and that MOBD and NCS would need to discuss in details and draw the plan to continue the process. A CSO representative said that the government process could be questionable due to the nature of work since NCS was responsible to coordinate with multi-stakeholders, the current NCS employees should be hired for the new team and USAID could ask for the details in handover process. Another representative encouraged for working together during transition period by saying the handover could be done easily while the main issue could lie in implementation, working together and sharing would be more appreciate, the team to be handed over is the government agency and hence the decision making process could not be easy. Another CSO representative shared that it was very delightful to hear that government would contribute financially. MSG Chair said

that MOBD and NCS should hold a meeting before September 7 and need to ask whether USAID (Nathan Associates) could support.

- (2) USAID (Nathan Associates) representative then discussed about the informal discussion with the national coordinator to support for the handover period and the timeline still needed to be discussed, about how having greenlight internally and possibility to support for 3 months, the senior MEITI authority would need to support for legitimacy and how MOBD should assign for the long run. MSG chair said he would support and review the MOU accordingly. A CSO representative asked USAID how long it would take to know whether the period of support could be extended more than 3 months and the financial support and the relevant representative replied that it would take 3-4 days. Then, MSG came to agreement for MOBD and NCS to coordinate for the MOU modification, for the systematic handover from NCS to MOBD before the new structure could be installed, for discussing the financial support for the 3 or 6 months transition for continuous MEITI process, and to hold a handover negotiation meeting between MOBD and NCS at 10 AM on 2-9-2020 before the handover starts.
- (3) A CSO representative then asked about the update on the audit report of NCS which was said to be being translated by mentioning how this situation was started when the World Bank no longer providing the funding. Another representative then asked it was related to everyone's dignity and when the audit report would be available. MSG chair replied that the translated version was first sent to OAG and then to the World Bank and there were no response from the World Bank yet. A CSO representative said the points related to NCS, MOBD and MSG should be informed accordingly and hence requested to asked OAG to share only NCS, MOBD and MSG relevant parts with MSG rather than the whole report. MSG then agreed for MOPFI to negotiate with OAG and share NCS, MOBD and MSG relevant parts from the audit report with MSG.
- (4) A CSO representative asked about the appointment of new NC and confirmed whether that appointment was official. MSG chair replied that it would only be confirmed after receiving the leading committee's approval and that appointment was only proposal by RI. A CSO representative encouraged to follow the regulations by stating how the said new NC should not attend the meeting yet and how they limited the observers from CSO side to make sure there were not too many attendee to the meetings. Then, the relevant observer was requested to leave the meeting.

VI. Updating about Mining Cadastre Phase II

- (1) The assistant director from DOM presented four updates on Mining Cadastre Phase II briefly such as firstly the changes in the project timeline under the current situation as in submission of the design report, building prototype, training, secondly the decisions from 15-7-2020 meeting which was held in accordance with 29th MSG meeting decision, the final inception report was agreed at that meeting, it was decided that to hold a meeting between Mining Cadastre Phase II Evaluation Committee and Spatial Dimension on 7-8-2020 to implement in accordance with presented timeline to have the target quality, to discuss about project timeline extension and if necessary, and to hold a meeting with five relevant parties due to the

changes in Mining Cadaster Phase II Work Plan and the foreign experts not able to come due to COVID-19 situation. Then, he presented the decisions from meeting with five relevant parties held on 19-8-2020 including about the design report, agreement to purchase the server with US\$ 27,410, to find the required funding since MEITI Budget MDTF did not cover it, to ask the World Bank Team Leader about way to purchase. He requested to document in this meeting that the final inception report has approved, to give to feedback on the matter on the project timeline extension of Mining Cadaster Phase II, to allow to negotiate with the World Bank, to approve the purchase of mining cadastre server, to allow two committees to discuss and approve on the draft design report.

- (2) A CSO representative discussed the security is very important in purchasing server and the budget would need to be considered as consequence, and request MSG Chair to coordinate the budget to purchase server. MSG Vice Chair said that this was to update MSG, the details were discussed at the mining cadastre meetings and would like to request MSG to give decision accordingly. MSG Chair then agreed to lead the negotiation to purchase the server and to find the required fund for it. MSG agreed to document the approval of final inception report by the two committees and representatives from different sector, to allow to negotiate with the World Bank for the project timeline extension, to purchase the server for the mining cadastre, to allow two committees to discuss and approve the draft design report, and to find the required funding to purchase servers for mining cadastre data under the lead of MOPFI by either negotiating with the World Bank or by receiving budget from the government or by holding a donor consultation group meeting.

VII. Updating on Beneficial Ownership and Contract Transparency Legal Review Consultant REOI Progress, BO Phase II Data Collection Plan, Contract Transparency

- (1) The BO Coordinator presented briefly that the expressions of interest for BO and Contract Transparency Legal Review Consultant by analyzing the EITI related experience, timeline and financial proposal. Then, the BO Coordinator continued by sharing the updates on the BO Phase II timeline and plan that BO Task Force Meeting would be held on 4-9-2020 to present draft BO website design, testing and blog fixing would be done from 7 to 25 September with the participation from the relevant government agencies, extractive companies, CSOs and other technicians, BO Coordination Team and DICA would work to add the 5th report companies data to website from 7 to 18 September, BO awareness raising and training would be held from 21-25 September virtually under the lead of BO Task Force, another BO Task Force meeting would held before the launch of the website which would be around 28-29 September. He also shared that the data collection would start during the 1st week of October, template training would be held in Yangon, Mandalay and Nay Pyi Taw, the walk-in sessions planned to be held around 1st week of November. After that, the collected data would be done brief analysis and reported to MSG and BO Task Force in November and the remaining companies would need to be reached out by

then, and finally in December, the data could be published on website according to the BO Coordinator.

- (2) A CSO representative encouraged to discuss with MOBD thoroughly during the handover process and shared the handover process update to MSG after the planned meeting. The programme manager welcomed MOBD to join meetings related to BO and proposed for MOBD to join the meetings in Yangon since most relevant parties were based in Yangon. MOBD replied the focal person would join the meetings. Then, it was decided to share updates to MSG after the BO handover meeting between MOBD and NCS.
- (3) A CSO representative said how BO Presidential Notification was successfully released and encouraged to include the BO disclosure in the licensing process under the directive and law as it was recommended in the reports. A government representative discussed that BO Task Force Member could discuss and hence will discuss with him. A private representative said he had nothing to discuss since the government agency's plan was not known yet.
- (4) Regarding the contract transparency, the programme manager requested MSG guidance on how to proceed after getting feedback from MSG chair. MSG chair shared his feedback on how it should be reported to Leading Committee since there were different opinions on it and explained how the process could be delayed if it were to move on with different opinions. Then, MSG decided to proceed for contract transparency Presidential notification in the way BO notification was done by MOBD.

VIII. Approving Project Definition and Presenting Next Plans for Project Level Reporting

- (1) NCS presented that Technical and Reporting sub-committee discussed the definition of project which was the first step in project level reporting process on 26-8-2020 , the relevant government agencies joined that meeting, it was defined in accordance with Myanmar context and with International Secretariat's proposed definition. MSG agreed the definition of the project in Myanmar language as follows:

"A project is defined as operational activities that are governed by each permit, contract, license, lease agreement, permission to operate or similar legal agreement issued by the respective government agencies both licensing or contracting in accordance with current legislation and form the basis for payment obligations to a government."

- (2) Technical Coordinator explained 4 steps for project level reporting from the guidance note 29, shared that MSG defined project as stated in step 1, now needed to identify the revenue streams by project, after getting agreement for the reporting template, MSG should start preparing in accordance with 4 steps.

IX. Updating about Quasi-Fiscal Expenditures Study Consultant REOI and Systematic Disclosure Consultant REOI Progress

- (1) The technical coordinator presented about three expression of interest received for Quasi-fiscal Expenditures Consultant and the score sheet had been shared with Technical and Reporting sub-committee to evaluate. He continued sharing that three expression of interest received for systematic disclosure study, USAID (Nathan Associates) would support for the selection and how the procurement would proceed in accordance with their procurement policy. MSG then decided to allocate the details discussion on the selection and procurement of systematic disclosure feasibility study consultant to Technical and Reporting sub-committee.
- (2) Programme Manager coordinated Technical and Reporting sub-committee members to send the scoresheet for the Quasi-Fiscal Expenditures Study Consultant and MSG decided for relevant representatives from Technical and Reporting sub-committee to fill up the scoresheets and send them to NCS by 31-8-2020.

X. Updating about 6th MEITI Summary Data report Statistician REOI and Commodity Trading Report, Approving 6th and 7th Report IA (Draft)

- (1) Technical Coordinator presented that the draft TOR for the 6th and 7th MEITI report IA was discussed in details at the Technical and Reporting sub-committee meeting, it was shared to MSG and there were no objection, International Secretariat had sent 20 comments, NCS would discuss with International Secretariat and share it with MSG with the purpose of approving it within the week. MSG agreed for NCS to discuss with International Secretariat about their comments on the draft TOR of 6th and 7th Report IA and share the TOR with MSG for approval.
- (2) Technical Coordinator updated about commodity trading report timeline that IA (BDO) sent the revised timeline on 30th, the draft report would be delivered on 31-8-2020 in accordance to timeline, relevant MSG and sub-committee members would need to give feedback on it from 1 to 9 September, the update based on the feedback would follow from 11 to 18 September and the final report would be delivered on 18 September.
- (3) Regarding 6th MEITI summary data report, MOBD presented that TOR approved by MSG was sent to the World Bank to get no objection letter (NOL), the follow up for NOL had been done, it was expected for TOR to be announced on relevant websites, the consultant would be national and individual and the announcement would start once NOL was received.
- (4) Technical Coordinator updated on the preparation for the 6th summary data report that the templates were sent to the relevant government agencies and SOEs as per Technical and Reporting sub-committee meeting, DGSE, Trade Department, MPA and Treasury had sent their templates for 6-months budget period and requested for other departments to send their data accordingly.

XI. Miscellaneous Discussion

Mining Cadastre Phase II

- (1) A CSO representative confirmed whether DOM presentation about requiring to negotiate with the World Bank for necessary quality had been documented and MSG Chair confirmed it has been documented. The programme manager also updated that the letter regarding mining cadastre signed by National Coordinator had been sent to the World Bank team leader. MSG agreed to hold the Mining Cadastre meeting with relevant five parties to discuss the mining cadastre design report in the afternoon on 4-9-2020. MSG Chair also shared that the design report submitted by the consultant had been shared and encouraged to study in advance to discuss with consultant on 4-9-2020.

Validation Corrective Actions

- (2) Regarding validation corrective action update, technical coordinator shared firstly about corrective action 1.3 that the meeting request letter was sent to the Minister of the Union Government Office on 30-6-2020, the letter however reached to the Union Government Ministry mistakenly, the letter was been resent on 18-7-2020 and the meeting with the Union Minister would be arranged accordingly. For corrective action 2.2, a letter was sent to MONREC to publish technical and financial criteria in gems and jade sector and the release of gems policy in June and the latest update on it was that it was decided to issue the policy in accordance with the rules and regulations at the Ministry Admin Committee (Mining) meeting on 9-7-2020 and it was informed to NCS. It was also shared by technical coordinator that MOPFI had sent the rules and regulations relating to abolishment of other accounts on 22-6-2020, the update on corrective action 4.5 was also discussed at the Validation Group meeting, and it was informed that the transfer of remaining other account to SEE account would be reported to MONREC and would publish on the respective website. A CSO representative discussed that they were facing constraints while working on environmental reporting issue with ALARM, would send a letter about it to National Coordinator, and would inform MSG via National Coordinator.

EITI Impact Assessment Workshop

- (3) A CSO representative asked updates on the progress of EITI Impact Assessment Workshop which was discussed to be held in person for 2 or 3 days and would be supported by MATA financially. Technical Specialist replied that the draft TOR for EITI Impact Assessment Study Consultant had been shared and the draft concept note had been prepared and would be submitted to MSG for approval after this meeting. A CSO representative encouraged all MSG representatives to participate in the workshop. Programme Manager also shared that the purpose of the workshop was to review the EITI implementations from the very start until now and to set the plan for future. She also shared that it was discussed in details at the Technical and Reporting sub-committee meeting on 6-8-2020 to prepare TOR for consultant, to study and prepare a report by consultant, for all MSG to participate in the workshop. It was also discussed at that meeting that MATA would support the workshop financially. MSG agreed to approve the EITI Impact Study Consultant TOR and Impact Assessment Workshop concept note to MSG which would be shared by NCS.

- (4) A CSO representative raised his concern whether the workshop would happen or not due to the current COVID-19 situation. MSG Chair discussed that Myanmar was facing the delay caused by COVID-19 pandemic just like other countries and hoped International Secretariat would understand. He encouraged to continue EITI process. A private sector representative proposed to postponement holding in person workshop until the end of October or the early November to make sure everyone participates if there were no time limitation. A CSO representative agreed the proposal and suggested to hold in line with validation period.

XI. Closing Remark by MSG Chair

MSG Chair mentioned in his closing remark that many important topics were discussed at this meeting transparently, it was important to take action in the right direction towards goals, the government had been trying to create a sustainable system and to support financially in possible ways by planning to include in the union budget, encouraged the sub-committees to continue the implementation and said that validation process should be continuously implemented. He also mentioned that the Leading Committee and Working Committee will be held soon to update the current progresses, the new NCS structure, interim structure, discussion with Organizational Development Consultant, the new NCS structure related policies that needed to be prepared by the Organizational Development Consultant in accordance with the international standards, and BO related progress, and continued on how the presidential office related matter should be reported and reviewed step by step. He shared that hiring consultant would be carried out after announcing REOI and regarding the payment, it would be done in accordance with the procedure. MSG Chair encouraged to support in the positive way so that EITI process could continue despite COVID-19 and soon to be held election. Then, he expressed appreciation to all stakeholders and to MSG and attendees for joining the meeting as some even joined the meeting while travelling. He concluded the closing remark by sharing that he believed the next governance would encourage and support transparency in extractive sector as they would be elected by the public and that having MOPFI as the focal ministry would continue to serve as the strength.

Annex (1) – 31st MSG Meeting Agenda

Annex (2) – 31st MSG Meeting Attendance List

Annex (3) – 31st MSG Meeting Decisions

Annex (1) – 31st MSG Meeting Agenda

Sr.	Time	Discussion Topic	Person
1	1 – 1:10 PM	Opening Remark	MSG Chair
2	1:10 – 1:20	National Coordinator’s Speech	National Coordinator
3	1:20 – 1:35	Recap on the implementation of 29 th and 30 th MSG meeting decisions	NCS
4	1:35 – 2:00	Presenting about NCS Handover Process	NCS/MOBD
5	2:00 – 2:30	Discussing about Mining Cadastre Phase II	DOM/ Mining Cadaster sub-committee
6	2:30 – 2:50	Presenting about the preparation for BO Phase II Disclosure website and updates	NCS
7	2:50 – 3:20	Presenting about Project Level Definition and next steps	NCS
8	3:20 – 3:35	Presenting about updates on BO and Contract Transparency Legal Review REOI process	NCS
9	3:35 – 3:50	Presenting about Quasi-Fiscal Expenditures Study REOI process	NCS
10	3:50 – 4:05	Presenting about Systematic Disclosure REOI process	NCS
11	4:05 – 4:20	Presenting about Consultant for the 6 th Summary Data Report	
12	4:20 – 4:40	Approving the draft 6 th and 7 th IA TOR	MSG
13	4:40 – 4:50	Miscellaneous Discussion	MSG
14	4:50 – 5:00	Closing Remark	MSG Chair

Annex (2) – 31st MSG Meeting Attendance List

Sr.	Name	Title	Agencies
1	U Maung Maung Win	Chair	Deputy Minister, MOPFI
2	U Khin Latt Gyi	Vice Chair	DG, DOM, MONREC
Government Representatives			
3	U Win Maw	DDG	OGPD, MOEE
4	U Kyaw Thet	DDG	MONREC
5	U Win Aung Nyo	Director	IRD, MOPFI
6	Daw Hla Hla Kyein	Director	OAG
7	U Aye Maung Kyi	Director	GAD
8	U Thet Khaing	GM	MGE, MONREC
Companies Representatives			
9	U Soe Maw	Chair	MFPTMA
10	U Khin Mg Han	Chair	MFMA
11	U Zaw Bo Khant	Vice Chair	MGJEA
12	U Myo Zaw Oo	Director for Government & Public Affairs	MPRL E&P
13	U Thet Win Htun	CEC	MGJEA
14	Daw May Thet Su Oo	PSC & Partner Reporting Supervisor	TOTAL E&P Myanmar
CSO Representatives			
15	U Kyaw Thu	MSG	MATA
16	Daw Moe Moe Tun	MSG	MATA
17	U Ye Lin Myint	MSG	MATA
18	U Thant Zin	MSG	MATA
Alternate Members and Observers			
19	U Kyaw Zaw Htun	AD	DOM
20	U Shwe Win	AGM	MGE
21	Daw Kyu Kyu Win	AGM	MGE
22	Daw Win Win Kyu	DD	OGPD
23	Daw Me Me Thein	SC	MATA
24	U San Ngwe	SC	MATA
25	U Phone Pyae Kywe	PC	MATA
MEITI Office, Budget Department (MOBD)			
26	Daw Thiri Swe	Deputy Director	MOBD
27	Daw Khin Pa Pa Khaing	Deputy Director	MOBD
28	Daw Mya Myint Than	Assistant Director	MOBD
29	Daw Shwe Yi Win	Staff Officer	MOBD
30	Daw May Su Mon Aung	Staff Officer	MOBD
31	Daw Ei Paing Phyoo	Auditing Staff - 2	MOBD
32	Daw Ei Ei Mon	Auditing Staff - 2	MOBD
33	Daw Thin Myint Zu	Auditing Staff - 2	MOBD

Development Partners			
34	Daw Tar Yar Maung	-	Nathan Associates (USAID)
35	Daw Show Ei Ei Tun	-	Nathan Associates (USAID)
36	Daw Khin Thandar Myint	-	Oxfam
37	Daw Thi Thi Han	Consultant	World Bank
MEITI-NCS			
38	U Soe Win	National Coordinator	MEITI-NCS
39	Daw Hnin Htet Htet Aung	Programme Manager	MEITI-NCS
40	U Htun Paw Oo	Technical Specialist	MEITI-NCS
41	U Kyaw Thin Maung	Program Assistant	MEITI-NCS
42	U Nay Min Maung	Technical Coordinator	MEITI-NCS
43	U Hein Htet Soe	Technical Officer	MEITI-NCS
44	U Zwe Sithu Aung	BO Coordinator	MEITI-NCS
45	Daw Htet Nandar Aung	Sr. Communication Officer	MEITI-NCS
46	U Zin Ko Ko Aung	Communication Officer	MEITI-NCS
47	U Soe Thiha Naing	Admin Officer	MEITI-NCS
48	U Tat Tun Sai	Admin Assistant	MEITI-NCS
49	U Maung Maung Myint Lwin	IT Technician	MEITI-NCS
50	Daw Lai Lai Win Maw	Finance Officer	MEITI-NCS

Annex (3) – 31st MSG Meeting Decisions

No.	Decision	Person	Time
1.	To hold handover negotiation meeting between NCS and MOBD at 10 AM on 2-9-2020 before the handover process begins	MOBD, NCS	2-9-2020
2.	To share MSG, MOBD, NCS related issues from OAG audit report on NCS with MSG after negotiation with OAG	MOPFI	
3.	To negotiate for the financial support over the transition or 3 or 6 months period to systematically hand over from NCS to MOBD and to sustain continuous MEITI process and for MOU related modification before the new NCS structure installs	MOPFI, NCS, Nathan Associate	
4.	The following are agreed regarding the Mining Cadastre Phase II implementation: <ul style="list-style-type: none"> to document that the final inception report has been approved by the two committees and relevant representatives from each sector to allow for negotiation with the World Bank to extend the Mining Cadastre Phase II timeline to purchase the required server for the mining cadastre 	MSG	

	<ul style="list-style-type: none"> to allow for the two committees to discuss and approve over the draft design report sent with 26-8-2020 dated letter on 27-8-2020 		
5.	To find the required funding to purchase servers for mining cadastre data under the lead of MOPFI by either negotiating with the World Bank or by receiving budget from the government or by holding a donor consultation group meeting	MOPFI	
6.	To share updates to MSG after the BO handover meeting between MOBD and NCS which will be held on 2-9-2020	NCS	
7.	To proceed for Contract Transparency Presidential notification in the way BO notification was done by MOBD	MOBD	
8.	<p>MSG agreed the definition of the project in Myanmar language as follows:</p> <p><i>"A project is defined as operational activities that are governed by each permit, contract, license, lease agreement, permission to operate or similar legal agreement issued by the respective government agencies both licensing or contracting in accordance with current legislation and form the basis for payment obligations to a government."</i></p>	MSG	
9.	MSG agreed to allocate the details discussion on the selection and procurement of systematic disclosure feasibility study consultant to Technical and Reporting sub-committee	Technical and Reporting Sub-committee	
10.	MSG decided for relevant representatives from Technical and Reporting sub-committee to fill up the scoresheets and send them to NCS by 31-8-2020	Technical and Reporting Sub-committee	
11.	MSG agreed for NCS to discuss with International Secretariat about their comments on the draft TOR of 6 th and 7 th Report IA and share the TOR with MSG for approval.	NCS	
12.	MSG agreed to hold the Mining Cadastre meeting with relevant five parties to discuss the mining cadastre design report in the afternoon on 4-9-2020.	MONREC Mining Cadaster Working Committee, MC Sub-committee, Consultant, WB, MOPFI	
13.	To proceed as necessary for the recruitment of Consultant for to 6 th MEITI Summary Report after having the World Bank's NOL	MOBD	

14.	MSG agreed to approve the EITI Impact Study Consultant TOR and Impact Assessment Workshop concept note to MSG which would be shared by NCS	NCS	
15.	To hold Impact Assessment Workshop in-person at the end of October or the start of November 2020 if there's COVID-19 restriction	MSG and All Related Stakeholders	At the end of Oct or Nov