No.	Category of activity	Activities	Times	May				June				July					August				September				
				Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 5	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 5
1	Production of MEITI Report (Main Report)	Commodity trading (reconciliation if relevant)																							
		Interviews with the stakeholders																							
		Delivery of the draft report																							
		Delivery of the final report																							
		6th Summary data (ToR for Stastistician)																							
		6th and 7th Report IA Procurement and Budget																							
2	Launching of the MEITI Report	4th MEITI Report Launch (TBC)																							
		5th MEITI Report Launch (TBC)																							
3	Launching of the MEITI (Forestry) Report	Report Launch																							
		Press release																							
		Print																							
4	Report Analysis Workshop(Forestry)	Bi literal (TBC)																							
		Report review workshop																							
5	Publication of reference materials, communication materials	4th Report and EITI Standard Distribution																							
		5th Report Translation and Publication		Translation			MSG Approve		Design and Proofing		Printing														
6	Monitoring & Evaluation	APR																							
8	Orientation on Validation,Validation meetings and other related expense	Meeting for In'l Secretariat mission (TBC)																							
9	Corrective Actions Response Workshop	Validation group meeting																							
10	Orientation on Post Validation																								
11	SNU Formation																	Kayin		Mon		Kayah			
12	Implementation of activities listed in the Beneficial Ownership (BO) Roadmap.	BO taskforce meeting																							
		Second Phase BO Disclosure Web Developer																							
		BO Training																							
		Drafting ToR, RFP and doing research on potential Web Developers																							
		Conducting Information Session for Interested Web Developers																							
		Piling up and evaluating received proposals from Web Developers																							
		Presenting 2nd Data Collection Process in 9th BO Taskforce Meeting																							
		Receiving draft design of the web site																							
		Working with Web Developer to ensure the design reflects on and covers EITI's requirements																							

No.	Category of activity	Activities	Times	May				June				July					August				September				
				Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 5	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 5
12	Implementation of activities listed in the Beneficial Ownership (BO) Roadmap.	Presenting web site design, roll-out plan and draft template in 10th BO Taskforce Meeting																							
		Conducting template and web site administrating training for administrators and editors																							
		Dealing with web developers for major and minor changes before roll-out																							
		Conducting 3 template trainings for stakeholders (companies and departments) in Yangon, Mandalay and Naypyidaw																							
		Preparing for the roll-out of the 2nd Data Collection (Re-evaluating company list, Contract lists, etc.)																							
		Rolling out the web site and commencing the data collection period																							
		Conducting walk-in sessions in Yangon and Mandalay																							
		Preparing a brief analysis on collected																							
		11th BO Taskforce Meeting																							
		Proceeding Data collection and setting up timeframe for analytical measures																							
		Piling up and cleansing collected data																							
13	Training and Capacity development	OFD online training																							
		EITI new standard awareness for SNU																							
		EITI new standard awareness for Gov																							
		EITI new standard awareness for Private Sector																							
		EITI new standard awareness for CSO																							
14	Contract Transparency																								
15	Systematic Disclosure Fesibility Study Consultant						ToR																		
16	Organization Structure Development Consuntalt						Selection																		
17	MSG Meeting																								
18	Sub-Committee																								

	Proposed
	No Budget
	Done
	Non-Budget Activity