

MINUTES OF THE 30TH MEETING OF THE MULTI-STAKEHOLDER GROUP (MSG) OF THE UGANDA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE (UGEITI) HELD ON THURSDAY, 9TH NOVEMBER 2023 AT THE IMPERIAL ROYALE HOTEL, KAMPALA.

Attendance List

No.	Name	Institution
GOVERNMENT		
1.	Mr. Clovice Bright Irumba	Petroleum Authority of Uganda (PAU)
2.	Eng. Timothy Tibesigwa	Ministry of Works and Transport (MWT)
3.	Mr. Anthony Okello	Ministry of Finance, Planning & Economic Development
4.	Mr. Joseph Kyeyune	Uganda Revenue Authority (URA) <i>via zoom</i>
5.	Mr. Jonan Kandwanaho	National Planning Authority (NPA)
CIVIL SOCIETY ORGANISATIONS		
6.	Mr. Siragi Magara	Oxfam in Uganda (Chair)
7.	Mr. Paul Mulindwa	Kitara Civil Society Organization Network (KCSO)
8.	Ms. Regina Navuga	Southern and Eastern Africa Trade, Information and Negotiations Institute (SEATINI)
9.	Mr. Sam Mucunguzi	Citizens' Concern Africa <i>via zoom</i>
10.	Ms. Margaret Lomonyang	Karamoja Women's Umbrella Organisation
INDUSTRY		
11.	Mr. Noah Obad	Oranto Petroleum Limited
12.	Mr. Mathias Ssenkaali	Oranto Petroleum Limited
13.	Ms. Phionah Nakitende	CNOOC Uganda Limited
14.	Ms. Jennifer Hinton	Uganda Chamber of Mines and Petroleum <i>via zoom</i>
15.	Mr. Emmanuel Kibirige	Uganda Artisanal and Small-scale Miners Association
16.	Dr. Tom Buringurinza	Armour Energy Limited <i>via zoom</i>
OBSERVERS		
17.	Ms. Emilyn Kemanzi	Office of the Auditor General (OAG)
18.	Ms. Patricia Opoka	Uganda Registration Services Bureau (URSB) <i>via zoom</i>
19.	Mr. Kenneth Asimwe	Uganda Chamber of Mines and Petroleum (UCMP)
UGEITI		
20.	Mr. Saul Ongaria	National Coordinator (Secretary)
21.	Ms. Gloria Mugambe	Head of Secretariat
22.	Mr. Kanakulya Edwin Kavuma	Compliance Officer
23.	Ms. Bronia Arinda	Data Management Assistant
24.	Mr. Dan Denis Agaba	Statistician
25.	Mr. Francis Garvin Okello	Administration Officer
26.	Mr. Edgar Mutungi	Finance Officer
27.	Mr. Abbey Gitta	Research Officer
28.	Mr. Ignatius Ariho	Information Technology Assistant
29.	Ms. Susan Acom	Office Assistant
30.	Ms. Betty Kisakye	Administrative Assistant
31.	Ms. Linda Stacy Nalumu	Communication Assistant
32.	Ms. Stellah Anyait	Secretary

33.	Mr. Ham Bwoye Perez	Procurement Assistant
34.	Ms. Gertrude Angom	Monitoring & Evaluation Officer
MEMBERS ABSENT WITH APOLOGY		
1.	Mr. Onesmus Mugenyi	Advocates Coalition for Development and Environment (ACODE)
2.	Ms. Emilly Nakamya	Uganda National Oil Company (UNOC)
3.	Mr. Robert Tugume	Ministry of Energy and Mineral Development (MEMD)
4.	Mr. David Sebagala	Ministry of Energy and Mineral Development (MEMD)

AGENDA

1. Welcome and Introductions.
2. Communication from the Chairperson.
3. Review and adoption of minutes of the 29th MSG meeting, and Matters Arising.
4. Discussion of matters identified in the International Secretariat's Gap Analysis of the EITI Report 2020/2021.
5. Review and Approval of the Open Data Policy.
6. Review and Approval of the Annual Progress Report for FY 2022/2023.
7. Way forward.

MIN 1.0: WELCOME AND INTRODUCTIONS

- 1.1 The National Coordinator called the meeting to order at 10:02 a.m. He welcomed everyone to the meeting and requested all the members to introduce themselves. He notified the members that the MSG Chairperson, Mr. Moses Kaggwa, was abroad on official duties. As a result, Mr. Siragi Magara Luyima, a Civil Society Representative, was nominated to preside over the meeting.
- 1.2 The meeting Agenda was adopted with an amendment to include "Matters Arising".

MIN 2.0: COMMUNICATION FROM THE CHAIRPERSON

- 2.1 The Chair made the opening remarks as appended in *Annex A*. Expressing gratitude, he thanked the MSG members for taking the time to attend the meeting and acknowledged their commitment towards EITI implementation in Uganda. He made the following highlights:
 - a) From October 25th to 26th, 2023, Global Rights Alert, in collaboration with various stakeholders, including the UGEITI Secretariat, organised the 6th Annual Citizens' Convention on Extractives under the theme: "Shaping Mineral Wealth and the Energy Agenda". The convention attracted over 200 stakeholders from the extractive sector and served as a platform to learn, share and discuss information about the sector as well as provide strategies for better management and accountability for the extractive industries value chain.
 - b) From October 30th to 31st, 2023, the Uganda Chamber of Mines and Petroleum, in collaboration with the Ministry of Energy and Mineral Development (MEMD), hosted the 12th Annual Mineral Wealth Conference.

The gathering convened key stakeholders, including key policy and decision-makers, business leaders, bankers, academia, and mining investors providing a platform for discussions and insights into the mining sector.

- c) The main purpose of the meeting was to discuss the gap analysis document of Uganda's second EITI Report as shared by the International EITI Secretariat. Additionally, the meeting aimed at approving the draft Open Data Policy and the draft Annual Progress Report for the Financial Year 2022/2023.

2.2 Reactions from Members

- a) A representative from the Ministry of Finance, Planning, and Economic Development notified the MSG that in 2020, Cabinet resolved that all reports intended for submission to international organisations were required to have Cabinet approval before final submission. Taking note of this development, the meeting stressed the need for early preparation of EITI reports to facilitate this review process by Cabinet. A representative from the Ministry of Works and Transport also underlined the importance of writing an information paper to Cabinet for the EITI Reports.
- b) The National Coordinator highlighted that the above discussion originated from a meeting the UGEITI Secretariat had with Cabinet Secretariat and Parliamentary Affairs Department at the Ministry of Finance, Planning and Economic Development where the Secretariat was advised to submit future EITI reports to Cabinet for approval. He emphasised the need for early preparation of EITI reports to accommodate Cabinet's review process before submission to the International Secretariat.
- c) The National Coordinator said that the Cabinet and Parliamentary Affairs Department advised the Secretariat to write a Cabinet Memo instead of an Information Paper because of the nature of issues to be discussed which required Cabinet's position on the matters such as disclosure of contracts.
- d) A member from the Petroleum Authority of Uganda suggested that Cabinet's Resolution might have been influenced by some reports which were specific in nature, and not necessarily all reports such as EITI reports which could be in that category.
- e) A member from the Civil Society Constituency raised concerns about the impartiality of the EITI reports if they had to undergo Cabinet's review process before publication. The member said there was a need to inquire on the role played by the Government in other EITI implementing countries vis-a-vis the independence of the reports.
- f) The meeting advised the Secretariat to consult with the Cabinet and Parliamentary Affairs Department to explore the possibility of submitting an addendum to the earlier Cabinet Memo on which EITI approval was based in January 2019. This addendum would comprehensively outline the operations and financial requirements of EITI, together with the initial Certificate of Financial Implications.

MIN 3.0: REVIEW OF MINUTES OF THE PREVIOUS MEETING

3.1 The Minutes of the 29th MSG Meeting that was held on Thursday, 28th September 2023 were reviewed and adopted (with amendments) as a true record of the proceedings of that day.

3.2 Matters Arising:

- a) Under Minute 4.2 b), the MSG resolved that both the government and industry constituencies needed to improve their procedures for engaging with their wider constituencies, including on matters such as the nomination of members to the MSG. There was a general need for an enhanced process and broader stakeholder involvement by the Government and Industry constituencies. The Secretariat was tasked with identifying non-MSG government institutions, and creating opportunities for the MSG to engage with them.
- b) UGEITI could also take advantage of the different fora for various engagements that brought together Government institutions periodically, at both the Central and Local Government levels. MSG members could utilise these gatherings as spaces for broader stakeholder engagements on EITI. EITI discussions could be integrated into established Government fora for more extensive stakeholder involvement.
- c) Under Minute 3.2, the meeting requested the MSG representatives of the Ministry of Energy and Mineral Development (MEMD) to provide the MSG with an update on the Ministry's position on the disclosure of contracts. In addition, the representative of the Petroleum Authority of Uganda (PAU) and one staff of the UGEITI Secretariat were tasked to prepare and share a write-up on the status of the disclosure of contracts. This information would be adopted by the MSG to provide an update and show progress on the matter during the validation process.

MIN 4.0: DISCUSSION OF THE INTERNATIONAL SECRETARIAT'S GAP ANALYSIS OF THE EITI REPORT 2020/2021.

4.1 The Head of Secretariat shared a table outlining the key issues from the Gap Analysis (attached as Annex B). She highlighted the three areas that the MSG needed to discuss as the following;

- a) MSG assessment on whether the access fee to search and copy licenses represents a barrier to access.
The MSG asserted that this fee of UGX 100,000 (USD 25) was minimal and did not pose an obstacle to accessing information on licenses. It was emphasized that the fee served a significant purpose as it contributed to Non-Tax Revenue covering administrative expenses.
- b) Whether there were any estimates on how much gold was smuggled for the reporting period 2020/2021.

The MSG asserted that they were unable to provide the requested information, clarifying that there were no existing records for the specified data.

- c) With reference to requirement 1.4, highlight how the civic space issues from 2021 were discussed by the MSG.

The MSG assigned the task of drafting a paper to highlight how the civic space issues from 2021 were discussed to the following members:

- Mr. Paul Mulindwa, Civil Society Representative
- Ms. Regina Navuga, Civil Society Representative
- Mr. Siragi Magara, Civil Society Representative
- Mr. Kenneth Asiimwe, Industry Representative
- Mr. Clovice Bright Irumba, Government Representative

The team was tasked with delivering a comprehensive response by Wednesday, 15th November 2023.

- 4.2 The meeting was informed that Uganda Registration Services Bureau (URSB) needed to provide a response regarding the missing information on the Beneficial Owners of the extractive companies.

MIN 5.0: REVIEW AND APPROVAL OF THE OPEN DATA POLICY.

- 5.1 The presentation on the Open Data Policy attached as *Annex B* was made by the Data Management Assistant. The Open Data Policy had been reviewed by the MSG at its 29th Meeting. Following the meeting, the Secretariat then shared the draft with the MSG via email for their comments and input.

- 5.2 In her presentation, she stated that the policy outlined the ideal standards for disclosing information across the EITI value chain, and proposed specific undertakings that the MSG was committing to in order to ensure unhindered access to EITI data. This would foster accountability and public debate in the management of natural resources.

5.3 Reactions from members

- a) Members of the Civil Society Constituency emphasized the importance of linking the Open Data Policy with national open data initiatives, including the Open Budget Initiative.
- b) A member from the National Planning Authority highlighted that Uganda already had a draft Open Data Policy (ODP) under the Ministry of ICT & National Guidance. He stated that it was important for the two policies to be aligned.
- c) The representative from the Petroleum Authority of Uganda emphasized the need to explicitly define the categories of stakeholders affected by the policy. This clarification was crucial, given the existence of the draft National Open Data Policy.

5.4 The MSG resolved as follows:

- a) Under section 2, add a sentence stating that the policy builds on already existing open data initiatives that are under implementation by the Government, including the Open Budget Initiative (OBI).
- b) Review and refine the scope of the policy under section 3.3.
- c) Remove Appendices 1 and 2 indicating Open Data Implementation Schedule and Open Data Guideline compliance checklist from the policy body. Both should be retained as an internal implementation plan.
- d) The MSG approved the Open Data Policy subject to the amendments provided during the meeting.

MIN 6.0: REVIEW AND APPROVAL OF THE ANNUAL PROGRESS REPORT FOR FY 2022/2023

6.1 The review of the report, attached as *Annex C*, was led by the Research Officer. The document had undergone a prior review by the MSG during a workshop meeting held on 27th July 2023. The Research Officer informed the MSG that he had incorporated their comments and suggestions from the earlier meeting.

6.2 Reactions from Members

- a) A member from the Civil Society Constituency recommended incorporating additional details regarding media engagements to better showcase the extensive dissemination efforts undertaken by both the MSG and the Secretariat. These efforts played a significant role in raising awareness and fostering public debate. He advised the Secretariat to include visuals such as pictures from these engagements, talk shows, newspaper articles, newsbytes, and conferences attended.
- b) Another member from the Civil Society Constituency recommended that the Secretariat include a section addressing the challenges faced by UGEITI during the reporting period, highlighting issues such as insufficient funding.
- c) The Secretariat was instructed to provide a comparison between planned activities vis-a-vis what was implemented.
- d) Incorporate graphs, pie charts, and tables illustrating EITI information to visually represent and enhance understanding.
- e) Strengthen the presentation of achievements by providing supporting evidence, including specific instances of increased transparency.

6.3 The MSG approved the Annual Progress Report for Financial Year 2022/2023 subject to the amendments provided during the meeting.

WAY FORWARD

6.1 The MSG resolved as follows:

- a) Consult with the Cabinet and Parliamentary Affairs Department to explore the possibility of submitting an addendum to the earlier Cabinet Memo on which EITI approval was based in January 2019.
- b) MSG representatives of the Ministry of Energy and Mineral Development (MEMD) to provide the MSG with an update on the Ministry's position on the disclosure of contracts.
- c) The representatives from the Petroleum Authority of Uganda (PAU) and UGEITI prepare and share a write-up on the status of the disclosure of contracts.
- d) Draft a paper to highlight how the civic space issues from 2021 were discussed.
- e) Identify non-MSG institutions for the MSG to engage with.
- f) URSB needed to provide a response regarding the missing information on the Beneficial Owners of the extractive companies.

6.2 The Chair adjourned the meeting at 2:15 p.m.

ACTION MATRIX

Min No.	Action Point	Resp. Inst./Individual	Timeline	Action Update
2.2 e)	Inquire on the role played by the Government in other ETI implementing countries vis-a-vis the independence of the reports.	Secretariat		Pending.
2.2 f)	Consult with the Cabinet and Parliamentary Affairs Department to explore the possibility of submitting an addendum to the earlier Cabinet Memo on which ETI approval was based in January 2019.	Secretariat		Meeting with the Cabinet and Parliamentary Affairs Department was held and an update will be provided at the next MSG meeting
3.2 a)	Identify non-MSG institutions and create opportunities for the MSG to engage with.	Secretariat		Pending.
3.2 c)	Provide the MSG with an update on the Ministry's position on the disclosure of contracts.	MEMD		A meeting had taken place with the Ministry of Energy and Mineral Development to discuss the status of contract disclosure. During this meeting, it was resolved to incorporate the matter of contract disclosure in the cabinet memo to facilitate a Cabinet decision and pronouncement on the issue.
4.1 c)	Prepare and share a write-up on the status of the disclosure of contracts.	PAU/Secretariat		Done. A document had been prepared by the Secretariat and the representative from PAU.
4.2	Draft a paper to highlight how the civic space issues from 2021 were discussed.	MSG		Done. Item included on the Agenda of the 31 st MSG Meeting to build consensus.
4.2	Provide a response regarding the missing information on the Beneficial Owners of the extractive companies	URSB		Done. URSB provided the Secretariat with the missing information on the Beneficial Owners of the extractive companies

Signed: 

Chair: _____

Date: 8/12/2023

Secretary: 

Date: 8th December 2023