

## **Meeting with the World Bank and Representatives of the Forestry Sector**

Date: Wednesday, July 6, 2016

Time: 10:30 hrs.

Venue: Guyana Forestry Commission

### **MINISTRY OF NATURAL RESOURCES**

Ms. Darlene Christian, Project Officer

Ms. Sasha Rajkumar, Legal Assistant

Ms. Melissa Leonard, Project Officer

### **WORLD BANK**

Ms. Ana Maria Rodriguez, EITI Consultant

Ms. Susana Moreira, Extractive Industries Specialist

### **FORESTRY SECTOR**

Mr. Mohindra Chand, General Manager of Barama Company Limited

Ms. Shuba Soamandaugh, Assistant Commissioner of Forests, Guyana Forestry Commission

Mr. Bryan Barretto, Co-ordinator of Variety Woods and Greenheart Limited

Mr. Khalawan, President of Forest Products Association of Guyana

At the beginning of the meeting registration was taken. Four persons representing the Forestry sector attended the meeting.

The meeting started with Ms. Rodriguez sharing a power point presentation on overviews on where Guyana is now in the EITI process, the multi-stakeholder group, roles of the Government and next steps.

During the presentation points were raised on how EITI can benefit the companies. These are:

- ✓ stronger social license to operate, better relations with communities and government.
- ✓ Tool to understand and mitigate political risks and public discontent, in order to safeguard assets and pave the way for further investments.
- ✓ A catalyst for developing local capacity and infrastructure.

Mrs. Rodriguez explained International benefits for Companies and in this case shared the experiences from Columbia. These are:

- ✓ Respected as an industry leader
- ✓ Improve their access to finance
- ✓ Credibility and reputational assurance.

Mrs. Susana Moreira added that EITI will develop local supply and local content.

Mr. Chand reckoned that EITI would have direct contact with companies from an internal point of view and suggested this to be a concern, to which Mrs. Moreira clarified that it would depend on the scope of the information that is shared.

Mr. Khalawan added that it would be risky to become a member of EITI because of Civil Society's engagement in the process in terms of misuse of information and that even though his company would want to be transparent they would need to be careful that the information is not taken out of context and puts the company in danger.

Mr. Chand shared Mr. Khalawan's sentiments and voiced that when so much public interest is invited in the day to day operations of a company there will be a risk to the company, and explained that if there are periods of time the industry is not able to declare resources into an aspect of the operation there will be criticisms from the public.

Mrs. Moreira mentioned during discussions that this is a multi-lateral process which requires information on beneficial ownership, expenditures etc. She indicated that a company can write to civil society identifying how much information in the process they

can give at the time and as long a civil society agrees then they cannot criticize. Mrs. Moreira emphasized that decisions would have to be made by all three sectors.

Mr. Chand added that mention will need to be made in the process of legal requirements in terms of confidentiality.

Mrs. Rodriguez agreed with Mr. Chand and identified that legal framework of the industries will need to be taken into account.

Mrs. Moreira mentioned that Peru has a huge mining industry and because of confidentiality simple taxes are not disclosed to the public. Therefore she suggested that similar efforts be done.

Mr. Chand enquired whether joining EITI would be a requirement to trade to other countries.

Susanna explained that it would not be a direct impact and pointed out that in Africa a lot of countries are members of EITI, as well as in Latin America. It was added that Mexico and Australia will also be joining, and as such there are a lot of diverse economies. Mrs. Moreira clarified that joining EITI would be more reputational than a certification to sell to other countries.

Mrs. Rodriguez illustrated the role of the Private Sector and the structure of EITI Columbia which identified their Multi-Stakeholder Group as the National Tripartite Committee.

It was further demonstrated that the MSG in the Dominican Republic had 12 members, 4 from each sector

Ms. Shuba Soamandaugh enquired whether the EITI Standard will change annually and who would be responsible to make minor changes, to which Mrs. Moreira responded that the Standard would change at annual meetings of the board where they would

decide whether to make adjustments or not. She added that there is no official approach to it.

Mr. Chand enquired on the suspension and withdrawal as an EITI complaint country, to which Mrs. Rodriguez detailed that a country would have 2 years to submit a report and if the country does not meet the deadline then there will be a temporary suspension, after which 2 more years are given in which to submit the report. Mrs. Rodriguez emphasized that should this period pass the county will be withdrawn as a member of EITI.

Mr. Chand voiced that they will need more sessions with the Stakeholders and identified they will need workshops where all the sectors could meet. Mr. Chand enquired about the costs of awareness and maintaining the process.

Mrs. Rodriguez informed on Columbia's experience and identified that the United States lent them technical support, the Inter-American Development Bank (IDB) lent them money and the Canadian Embassy financed their workshops.

Mrs. Moreira indicated that there is a Multi donor fund managed by the World Bank, which if approved, can supply funds for activities in the activity plan. She pointed out that however some activities should be covered by Guyana because it would be good for Guyana to have a stake in the process.

She also mentioned that she will prepare a draft timetable of steps that need to be taken to obtain candidacy in November 2016.

Mr. Chand shared that since Guyana is preparing itself with the FLEGT and its VPA process, and given that they are captured under the Norwegian agreement and private certification schemes, then adding EITI to the agenda would be cumbersome. He suggested that it would be better if they could take a later date to make candidacy of EITI.

At the end of the meeting it was agreed that the attendees would use the next opportunity when all representatives are gathered for a meeting to have a discussion on a proposal of representatives for the initiative.

## EITI Meeting with the consultant and small and medium scale miners

Date: Thursday, July 7, 2016

Time: 1:30

Venue: GGDMA Compound

At the beginning of the meeting registration was taken and Mr. Hilbert Shields started the meeting by introducing the Consultant and giving a background to EITI. Ms. Rodriguez shared a power point presentation and a lively discussion on G-EITI.

During the presentation points were raised on how EITI can benefit the companies. These are:

- ✓ stronger social license to operate, better relations with communities and government.
- ✓ Tool to understand and mitigate political risks and public discontent, in order to safeguard assets and pave the way for further investments.
- ✓ A catalyst for developing local capacity and infrastructure.

Mrs. Rodriguez explained International benefits for Companies and in this case shared the experiences from Columbia. These are:

- ✓ Respected as an industry leader
- ✓ Improve their access to finance
- ✓ Credibility and reputational assurance.

Some of the main concerns raised by the miners are:

- ✓ That the Sector needs more education on EITI
- ✓ The miners felt that the information in the scoping study should have been first released for their perusal, prior to the meeting.
- ✓ That the information required is confidential and has implications for the industry

- ✓ That several developed countries have not signed on to the initiative and they are questioned why the Government decided to hold consultations after agreeing to implement this Initiative.
- ✓ The miners questioned which civil society members would be a part of the initiative and indicated that the Government usually joins with civil society to paint miners in a bad light.
- ✓ In view of the foregoing, the miners also questioned why they had less representation than civil society and the Government combined.

At the end of the meeting, the miners agreed to request that the Ministry provide them with a copy of the Scoping Study, through the Chairman of the GGDMA, and to hold another meeting afterwards to discuss their involvement in the Initiative.

## List of Attendees - EITI Presentation July 7th 2016 @ 1.30 pm

Names	Contact #
Tom Dalgety	641-0814/690-7433
Cyrilda De Jesus	226-9859
Carl Baldie	226-6317
M. Heera	231-2993
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Kristian Jeffrey	
Carol Loncke	653-8270
Partick Harding	626-0297
P. Persaud	
T. D'Anjon	624-2004
Shawn King	225-1522
Ohio Thompson	622-2452
Alfro Alphonso	640-4582
Terrence Adams	642-1009
Andron Alphonso	670-1088
Dominic O'Sullivan	
M. Alphonso	
Azeem Baksh	226-9492
Wyette Amsterdam	
Kashif Amsterdam	614-0166
Edward Hopkinson	623-4552
Urica Primus	686-4207
Donna Charles	
Norma Van-De-Cruz	



## **Guyana Extractive Industries Transparency Initiative (EITI)**

Minutes of Stakeholder Group Meeting of the “Large-Scale Mining” Sector Group

Date: October 25, 2016

Time: 10:00am

Venue: Guyana Gold & Diamond Miners Association

Present were:

- Hilbert N. Shields – Facilitator, EITI steering committee
- Jason S. Calder – The Carter Centre
- Jamie Altman - Troy Resources
- Angie Poole – Troy Resources
- Monica Autar – GINMIN/FBX
- Neil Henry – GINMIN/FBX
- Violet Smith – Guyana Goldfields Inc
- Norman McLean – Bosai Minerals
- Orin Barnwell – Bosai Minerals
- Ray Bethune – Bosai Minerals

Invited but not present were:

- Mr. Valeriy Vinokurov MD of RUSAL, via his secretary Neila Gomes, Rusal
- Linden Stephney of BK Quarries

Meeting commenced with Mr. Shields giving a brief introduction about the nature and purpose of the meeting. He also summarized the background and history of the EITI process in Guyana and within the industry sector component in particular, and also the role of the Carter Centre in assisting Guyana’s EITI process.. Mr. Calder’s role at the meeting was to provide technical assistance as it relates to the formation of the Multi Stakeholder Group (MSG). Mr. Calder briefly summarized the three components of the Center’s program.

Mr. Calder noted that the Government and Civil Society have already nominated their representatives to the MSG. This meeting and others over the next two weeks were intended to allow extractive industry stakeholders to undertake a process of nominating their own MSG members. In addition to this meeting, sector meetings were being held this week with the oil and gas sector, the forestry sector, and the small/medium mining sector. Mr. Shields noted that these three sectors plus Large-Scale Mining (gold, bauxite, quarries, sand) be considered for the four industry seats on the MSG.

In response to questions and comments from participants, the meeting discussed the issues of sectoral inclusion of other industries (e.g. fisheries, sand, and quarries) in the EITI process, the potential role of an extractive industries caucus, the materiality threshold for company reporting, the draft scoping study and its analysis of the materiality issue in mining, the nature of annual EITI reporting, the voluntary nature of the EITI process, potential donor funding for supporting EITI implementation, variables influencing the timing of Guyana's EITI candidacy, and the need for MSG members to have both the expertise and time to devote to what would be an intense effort to produce Guyana's candidacy application and work plan.

Mr. Calder was asked to suggest goals for this meeting. He summarized these as follows: (i) to discuss a vision for how the extractive industries should caucus throughout the EITI process, (ii) to decide whether to affirm or amend the suggested allocation of MSG seats among industry sectors on the EITI, and (iii) to nominate a MSG representative and alternate for the Large-Scale Mining sector. Following further discussion, those present endorsed the sectoral breakdown of the four industry seats and concluded that the nominee and alternate of the large mining sector should be knowledgeable of bauxite and large gold mining. The group nominated **Mr. Hilbert Shields** as the MSG representative and **Ms. Ayanna Jean-Baptiste** of Guyana Goldfields as the MSG alternate.

It was announced that these decisions would be presented at an industry-wide meeting on November 3<sup>rd</sup> at the Cara Lodge. Future details to be announced. All present were encouraged to attend and asked to reach out to those who were not in attendance today to participate in next week's meeting.

The meeting came to a close at 11:15am.

**Guyana Extractive Industries Transparency Initiative (EITI)**  
Minutes of Stakeholder Group Meeting of the “Small/Medium-Scale Mining” Sector Group

Date: October 27, 2016

Time: 1:00pm

Venue: Guyana Gold & Diamond Miners Association

Present were:

- Jason S. Calder – The Carter Centre, Facilitator
- Urica Primus, Guyana Woman Miners Association (GWMO)
- Allison Butlers-Grant, Guyana Woman Miners Association
- Quyanna Elliott, Guyana Woman Miners Association
- Marina Charles, Guyana Woman Miners Association
- Donna Charles, Guyana Woman Miners Association
- Charles da Silva, Guyana Gold and Diamond Miners Association (GGDMA)
- Hilbert N. Shields, Guyana Gold and Diamond Miners Association
- Azeem Baksh, Guyana Gold and Diamond Miners Association

Invited but not present were: A number of other Executive Members of the GGDMA and Mr. Tony Shields, consultant to the GGDMA

Mr. Shields opened the meeting and welcomed all participants. He stated the meeting’s goal was to determine the participation of the Small/Medium-Scale Mining sector on the EITI Multi-Stakeholder Group (MSG). He provided additional background on the process to date, including: the tri-partite nature of the EITI process and MSG; the appointment of Minister Raphael Trotman as the EITI National Champion; the earlier role of the World Bank and its support of the National EITI Symposium in July; the appointment of a de facto steering committee consisting of Darlene Christian of the Ministry of Natural Resources, Mike McCormack of the Guyana Human Rights Association and himself representing industry to help organize stakeholder outreach in the process; the completion of the MSG nominating process for civil society and government; and the outstanding requirement for industry to nominate its members. The Guyana EITI MSG is to have 12 members divided equally between industry, civil society, and government. It was being proposed that the four seats for industry be divided as follows: one each for Large Scale Mining (gold, bauxite, quarrying, sand), Small/Medium-Scale Mining, Oil & Gas, and Forestry. Mr. Shields revealed that earlier in the week he had been nominated to the MSG by the Large-Scale Mining sector group. He noted the Carter Centre’s recent arrival to support Guyana’s EITI process and then asked those in attendance to permit

him to step back from his role as facilitator on the steering committee and turn the meeting facilitation over to Mr. Calder. The participants agreed.

Mr. Calder summarized the goals of the meeting as follows: (i) to discuss a vision for how the extractive industries should caucus throughout the EITI process, (ii) to decide whether to affirm or amend the suggested allocation of MSG seats among industry sectors on the EITI, and (iii) to nominate a MSG representative and alternate for the Small/Medium-Scale Mining sector. He informed the group of the industry-wide meeting that would take place next week to confirm nominations for submission to Minister Trotman. He asked if there were organizations other than GGDMA and GWMO capable of speaking for the small/medium-scale mining sector that should be consulted and the participants stated there were not any. In response to questions from the participants, Mr. Calder provided information about the EITI process and the EITI Standard. Ms. Primus said she was generally satisfied with the EITI process to date, but that it had dragged out for too long.

Following further discussion, those present endorsed the sectoral breakdown of the four industry seats. Some participants emphasized the need for those involved in the MSG to know how to read a balance sheet. There was a discussion of the significant time commitment that MSG participation would require in the coming months and one participant asked about virtual (remote) participation. Each of the two parties proposed different nominees for the MSG seat and alternate. The significance of Mr. Shields' nomination to the MSG was discussed. The issue was further discussed until an accommodation was found. The group nominated **Mr. Patrick Harding**, former President of the GGDMA as the MSG representative and **Ms. Allison Butters-Grant** of GWMO as the MSG alternate. It was announced that these decisions would be presented at an industry-wide meeting on November 3<sup>rd</sup> at the Cara Lodge. Future details to be announced. All present were encouraged to attend. Ms. Butters-Grant indicated that she would be out of the country but her colleagues stated that GWMO would be present.

The meeting came to a close at 2:10pm.

## **MINUTES OF OIL & GAS SECTOR MEETING**

I would like to thank all that were able to participate on Oct 27, 2016

Please provide updates to the attached contact sheet

**Participants:** CGX, Repsol, Eco, ExxonMobil, also Jason Calder and Hilbert Shields.

- Ratio, Tullow, Mid Atlantic were unable to join
- Nabi, Anadarko did not respond

### **Discussion**

Hilbert reviewed the path that has brought us to this point in the EITI process in Guyana  
Jason provided some good background on the overall EITI process and drivers for the governments  
timeline

The group discussed the proposal for EM to chair and Repsol to be the alternate to the MSG. All parties  
with the exception of Nabi and Anadarko agreed either in the discussion or previously by Email  
Tullow had responded positively with the suggestions of a rotating term and distribution of pre MSG  
meeting materials and post MSG summary

These points were discussed and agreed as well as a position of advocating a strong and active role for  
the alternate, with the caveat that the MSG may have some guidance in these matters

### **Next Steps**

Hilbert to call an Industry meeting Thursday Nov 3<sup>rd</sup> for Industry representatives selection  
First MSG meeting Nov 8

**Jeff Simons**

**Country Manager Guyana**

**Esso Exploration and Production Guyana Ltd.**

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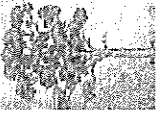
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# FOREST PRODUCTS ASSOCIATION OF GUYANA

Minutes of Special Meeting to discuss and nominate persons to sit on the EITI Board held on Monday 31<sup>st</sup> October, 2016 at 10:00 am in the Board Room of the Tourism Hospitality Association of Guyana, 157 Waterloo Street, North Cummingsburg, Georgetown.

**Present were:**

Mr. Doonarine Ramsaroop	-	President
Mr. Brian Gittens	-	Senior Vice President
Mr. LJP Willems, AA	-	Trustee/Executive Committee Member
Mr. Jason Moffat	-	Executive Committee Member
Mrs. Patricia Boyle	-	Executive Committee Member
<b>Staff:</b>		
Ms. Janice Crawford	-	Admin. Assist, FPA
<b>Excuses:</b>		
Mr. Leo Ramotar	-	Trustee, Out to the Doctor
Mr. Doodnauth Narine	-	Executive Committee, At GFC Spring lands
Mr. Ganesh Singh	-	Executive Committee, on Concession
Mr. Reggie Manboddh	-	Junior Vice President, Out of Country
Mr. Khalawan	-	Executive Committee Member, unable to attend
Mr. Mohindra. Chand	-	Executive Committee Member, unable to attend

**Call to Order:**

The Meeting was called to order at 10:05 am, and Mr. Ramsaroop- President thanked those present for their effort in coming to this meeting since we just had a meeting on Thursday 27<sup>th</sup> October, 2016 and Friday, 28<sup>th</sup> October, 2016.

He further went on to explain the purpose of Meeting. He indicated that the Government of Guyana and EITI (Extractive Industry Stakeholders Initiative) body, will be signing an agreement at the end of November, 2016, to ensure Transparency in the extractive industries. It was asked, what is the EITI? He responded by giving a summary on the EITI process. He further stated that this tripartite partnership of

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Industry, Government & Civil Society which forms the pillars of the EITI Governance with partnership with a Multi-Stakeholders Group (MSG) and Carter Center will overlook the Transparency process until the appointment of the MSG by the Minister of Natural resources.

He then explained that the EITI is a Norwegian Body that is looking into Natural Resources sector such as Oil/ Gas, Gold/Diamond, Mineral Bauxite etc sector like Forestry and Fishery can be included. But is was decided to have the forestry sector be included and that FPA will represents this sector.

The main objection is that the nomination process to appoint their representative, guided by guidelines as noted in the standards. *“Ensure that the invitation to participate in the group is open and transparent. Each stake holder group must have the right to appoint its own representation bearing in mind the desirability of pluralistic and diverse representation. The nomination process must be independent and free from suggestion of coercion”*.

He further explained that at present they are looking at the Larger Companies, and will soon incorporate the smaller companies. It was explained that with this new arrangement there would be transparency in all aspect of businesses. All the laws of Guyana will be upheld, etc. NIS, PAYE, Taxes, Royalties paid, allocation of logging concession, etc.

With this, the President call on those present to nominate a person from the Sector. Mr. John Willems who had served the industry over 50 years nominated the President, Mr. Deonarine Ramsaroop and the alternate would be Mr. Brian Gittens. This was unanimously agreed by those present. With this the President thank those present for the confident they had placed in him.

He also moved a motion to nominate new members on the NTWG Board in which the FPA has three (3) members. He then nominated Mrs. Patricia Boyle and Mr. Brian Gittens as the alternate, but Mr. B. Gittens declined and nominated Mr. Deonarine Ramsaroop as President for the alternate.

There were some discussions of some pertinent Meeting for the first week of November, 2016, there are :-  
1. The Proposed National Log Export Policy and Stumpage value 2. CSME workshop, 3. University of Guyana 50<sup>th</sup> Convocation.

There being no other business the Meeting came to a closed at 11:30 am.



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Janice Crawford  
Admin. Assist.  
FPA.

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## **Guyana Extractive Industries Transparency Initiative (EITI)**

Minutes of Meeting of the Whole - Extractive Industries Sector Groups

Date: November 3, 2016

Time: 9:00am

Venue: Cara Lodge

### **Present were:**

- Hilbert N. Shields – Facilitator, EITI steering committee (GGDMA)
- Jason S. Calder – The Carter Centre
- Monica Autar – GINMIN/FBX
- Neil Henry – GINMIN/FBX
- Felicia Ford, Repsol
- Indira Chardarpal, Repsol
- Kampta Persaud, EcoAtlantic Oil
- Rajiv Latchman, Strata Gold
- Deonarine Ramsaroop, Forest Products Association
- Patricia Boyle, Forest Products Association
- Jason Moffet
- Jeff Simons, ExxonMobil
- Kimberly Brasington, ExxonMobil
- Hewley Nelson, Mid Atlantic Oil and Gas, Inc.
- Ayanna Jean-Baptiste, Guyana Goldfields, Inc.
- Angie Poole – Troy Resources
- Quayana Elliott, Guyana Women Miners Organisation (GWMO)
- Marina Charles, Guyana Women Miners Organisation
- Dona Charles, Guyana Women Miners Organisation
- Orin Bamwell – Bosai Minerals
- Wainwright “Ray” Bethune, Bosai Minerals
- Norman McLean – Bosai Minerals
- Brian Gittens, Forest Products Association

The meeting opened at 9:30am and was chaired by Mr. Hilbert Shields of the EITI Steering Committee. Individuals introduced themselves. Mr. Shields reminded the audience that this meeting was one in a recent series intended to result in nominations for the four representatives of Extractive Industries on the EITI Multi-Stakeholder Group (MSG). Minister Trotman, in a meeting with EITI stakeholders on

October 13<sup>th</sup> had encouraged industry actors to complete their consultations so that the MSG could be seated for its first meeting on November 8<sup>th</sup>. He noted that as part of the process, four sector groups (Large Scale Mining, Small/Medium Scale Mining, Oil & Gas, Forestry) had met the previous week to discuss their sectoral participation and representation in the EITI process and each nominated a MSG member and alternate. Today's meeting was an opportunity for the groups as a whole to review the recent discussions, clarify any remaining issues, and approve their nominations for transmittal to Minister Trotman for formal appointment. Mr. Shields then turned the meeting over to Mr. Calder of The Carter Center for a presentation on EITI.

Mr. Calder summarized The Carter Center's role in the EITI process, supported by a grant from the U.S. State Department. He noted that there were a number of participants at the meeting who were new to EITI and directed everyone's attention to copies of the EITI Principles that were provided. He stated that in challenging multi-stakeholder dialogues it is important to have a set of values and principles such as these to fall back upon for guidance when trying to work through difficult issues. He went through a powerpoint presentation covering the goals, requirements, and processes at global and national levels that define the EITI. He took questions from the audience.

The next session provided the opportunity for the participants to discuss how they would like to caucus during the EITI process. It was explained that while the MSG would meet as needed, it is important for stakeholders in each of the "pillars" of the MSG to have their own consultation process so that MSG members (and alternates) can share information with a wider group and attend MSG meetings with fully informed positions. The group endorsed the current four-sector structure of the caucus, but agreed that they needed to continue the outreach to other sectors and within their sectors. The group discussed the need to share information electronically and discussed the possible role of the EITI National Secretariat in facilitating this. Some believed it made sense for the sector groups to meet regularly and for the whole to caucus as needed. This then led to a discussion of the inclusiveness of the industry caucus. Several individuals noted that fisheries come up in recent meetings as a sector that should be considered for inclusion. Messrs. Calder and Shields noted the sector's participation in the National Symposium and that there were no limitations to inclusion in the caucusing process. It was agreed that efforts would be made to reach out to fisheries stakeholders as well as quarrying, sand and even jewelry companies. The need for the EPA to have a role in the process was discussed. A website for the EITI process is needed. Some recommended a Facebook page as a superior means of electronic outreach. The group also discussed the role of alternates and (potentially) observers on the MSG.

The next session provided an opportunity for each sector group to report their deliberations of the last week. A member of each group reported and indicated the names of the individuals who were nominated for MSG Representative and Alternate. The nominees were:

1. Oil & Gas: The elected Representative is Mr. Jeff Simon (Exxon/Mobil) with Mr. Ryan Ramjit (Repsol) as the Alternate
2. Forestry: The elected Representative is Mr. Deonarine Ramsaroop (President of the FPA) with Mr. Brian Gittens (senior Vice President) as the Alternate
3. Large Scale Mining (gold, bauxite & quarrying): The elected Representative is Mr. Hilbert Shields with Miss Ayanna Jean-Baptiste as the Alternate.
4. Small & Medium Scale Mining (gold and diamond): The elected Representative is Mr. Patrick Harding (GGDMA) with Miss Allison Butters-Grant (GWMO) as the Alternate

Mr. Calder clarified that the members of the MSG participated primarily as individuals with technical knowledge and as representative of a sector as opposed to their individual companies or organisations.

The group as a whole assented to these nominations by voice vote. Mr. Shields said he would transmit the decision and minutes of all recent meetings to Minister Trotman by Monday November 7<sup>th</sup>.  
The meeting came to a close at 11:15am.

## Annex 1: Agenda

### Guyana Extractive Industries Transparency Initiative (EITI) - Extractive Industries Caucus Meeting

[Pick the date]  
9:00 a.m. – 11:30 a.m.  
Woodbine Room  
Cara Lodge

Meeting called by: Jason Calder

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9:00 a.m. **Welcome and Opening Remarks**  
Mr. Hilbert Shields Woodbine Room

- Introductions
- History of the Guyana EITI Process
- Objectives of the Consultation

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9:30 a.m. **Overview of the Extractive Industries Transparency Initiative**  
Mr. Jason S. Calder, The Carter Centre Woodbine Room

- What is the EITI?
- What are the Candidacy Requirements?
- What are the structures that implement the EITI process in a country?
- What does a country report under EITI?
- Questions.

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10:00 a.m. **Discussion Session: Industry Caucus** Woodbine Room

- How should Guyana's Extractive Industry stakeholders organize and share information during the EITI process?
- How to reach out to other Industry stakeholders?

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10:50 a.m. **Discussion Session: Nominations** Woodbine Room

- Each sector group reports on last week's meetings.
  - Large Scale Mining
  - Small/Med Scale Mining
  - Oil and Gas

- o Forestry

- Nominations for four (4) Industry MSG members and alternates are presented for vote by acclamation.
- Next steps.

**Closing Remarks**

Mr. Hilbert Shields

Woodbine Room

**Additional Information:**

The meeting is open to all extractive industry stakeholders. Invited individuals and organizations are encouraged to reach out to others in their sector who might be interested in taking part in the meeting.

Annex 2: Sign-up Sheets

11/3/16

**EITI EXTRACTIVES SECTOR CAUCUS**

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