Implementation Committee Terms of Reference

EITI International Secretariat 1

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1. Background

In 2013, the EITI Board agreed to establish an Implementation Committee to oversee progress with implementation of the EITI Standard on behalf of the EITI Board. The purpose of the Implementation Committee is to provide oversight by the EITI Board on how the Standard is being implemented and present recommendations on strategic policy issues related to the EITI Standard. The Committee monitors challenges and opportunities in implementing countries, including overseeing work to document the impact of EITI implementation, highlight good practice and encourage efforts to strengthen implementation. Annual disclosures in line with the EITI Standard, development of work plans and documentation of innovations and outcomes at the national level require regular analysis and monitoring in order to address weaknesses in implementation prior to Validation and strengthen impact.

Given that the work of the Implementation Committee has often affected the work of other Committees, in particular the Validation Committee, the Implementation Committee regularly informs other committees of its work. To this end, other Committee Chairs have been invited to observe Implementation Committee meetings.

2. Responsibilities

With support from the EITI International Secretariat, the Implementation Committee shall:

1. Monitor progress with EITI implementation by reviewing the Implementation Progress Reports (IPRs) prepared by the International Secretariat.

2. Review the impact of the EITI at the country level, identify innovations and promote good practice to implementing countries to strengthen EITI implementation and systematic disclosures. This includes considering the findings of EITI reporting, assessments for Validation and other documentation of outcomes from national EITI processes.

3. Monitor the quality of EITI disclosures including through annual and thematic reviews of EITI reporting.

4. Monitor deadlines for EITI reporting and make recommendations on suspension where countries have not met the deadlines set out in Articles 2, 3 and 6 in Section 4 of the EITI Standard on Board oversight of implementation.

5. Review requests for lifting suspensions and make recommendations to the EITI Board in accordance with Article 8 in Section 4 of the EITI Standard on Board oversight of implementation.

6. Review extension requests submitted by implementing countries and make recommendations to the EITI Board in accordance with Article 7 in Section 4 of the EITI Standard on Board oversight of implementation.

7. Review requests for adapted implementation and make recommendations to the EITI Board in accordance with Article 1 in Section 4 of the EITI Standard on Board oversight of

implementation and the Board's limited engagement policy.[1]

8. Consider any emerging policy issues related to the EITI Standard, based on global developments, trends in EITI countries and demands from stakeholders in implementing countries.

3. Committee policy on observers and quorum

The Committee follows the EITI observer policy for EITI Committees as approved in January 2018. Stakeholders interested in observing committee meetings will find information on upcoming meetings at https://eiti.org/board-committees#implementation-committee.

The Committee also follows the Board's policy on quorum for committees as established at its meeting in Jakarta in 2011 and reaffirmed in 2014: For a meeting to be considered quorate, each constituency should have at least one member present and there should be at least one member from implementing countries. If a meeting is not quorate, decisions may be taken by correspondence on a no-objection basis following the circulation of meeting minutes.

4. Committee papers and procedures

The Committee will be supported by the EITI International Secretariat to fulfil its Terms of Reference. This support will include drafting agenda, papers and minutes for consideration by the Committee. The documentation will be made regularly available through the Implementation Committee pages on EITI's internal website (https://eiti.org/internal/implementation-committee).

The Committee follows the Board-endorsed "Good practices for committee calls", available on pages 11 and 12 of the EITI Board manual, including deadlines for the submission of papers and individual responsibilities of Committee members.

The Committee follows the EITI's Openness policy. Committee members should be judicious in their sharing of the internal working documents of the committee, which are not considered public in accordance with provision 4 of the EITI Openness policy.

Members of the Implementation Committee are expected to familiarise themselves with – and abide by – the EITI Association Code of Conduct.

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[1] The EITI Board adopted a policy on "limited EITI engagement" is at its Board meeting in Manila in October 2017 (2017-48/BM-38/BP-38-4-D), accessible here.