**Minutes**

**SEITI MSG MEETING**

**Date: Friday, November 18, 2016**

**Time: 12:20h- 14:30h**

**Location: Conference Room Bauxite Institute Suriname**

**Attendees:**

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| **Government**  | **Civil Society** | **Companies** |
| D. Abeleven (DA)  | R. Artist (RA) | T. Jbara (TJ) |
| A. Jadoenathmisier (AJ) | D. Tjon Sie Fat (DT) | T. Fauria (TF) |
|  | R. Caupain (RC)  | M. Naarendorp (MN) |
|  |  | S. Jadnanansing (SJ) |
|  |  | G.Lau (GL) |
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| **SEITI-Secretariat**  |
| Mrs. N. Accord-Liu |
| Ms. V. Sabajo |
| Mr. F. Bondhla |

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| **Absentees with notice** | **Absentees without notice** |
| R. Bhattacharji (RB) (Civil Society) | V. Lalji (VL) (Government) |
| J. Veldhuizen (JV) (Government) | E. Aviankoi (EA) (Civil Society) |
| A. Ramdin (AR) (Companies) | M. Essed-Fernandes (ME) (Civil Society) |
| J. ten Berge (JtB) (Government) |  |
| V. GangaramPanday (VG) (Companies) |  |
| H. Deel (HD) (Government) |  |
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**Agenda**

1. Opening
2. Announcement
3. Adopt the minutes
4. Status SEITI-MSG installation
5. Selection criteria chairperson MSG
6. Finalize Workplan
7. Finalize SEITI membership application form
8. Questions
9. Upcoming meeting
10. Closing
11. **Opening**

DA opened the meeting at 12:20h and welcomed the members.

1. **Announcement**
	1. DA said that the Council of Ministers approved the SEITI-MSG and will fall in category “A” as of 1st of December. DA also showed the Ministerial appointment which will be distributed by the SEITI Secretariat to the MSG Members.
	2. An amount of USD 500.000 is reserved by The World Bank for EITI implementation in Suriname. We have to finalize the Work plan, candidacy papers and application form and submit to EITI.
2. **Adopt the minutes**

The minutes of the meeting on the 4thof Nov. 2016 were confirmed after some minor adjustments.

1. **Status SEITI-MSG installation**

The tentative date is 2nd of December. The MSG will present a PowerPoint presentation at the MSG installation. SJ will take the lead. This presentation will be discussed in the next MSG meeting. It is also not clear who will present this presentation at the MSG installation. This will also be discussed in the next MSG meeting.

MSG had some minor remarks regarding the invitation list. SEITI Secretariat will finalize the list.

1. **Selection criteria SEITI-MSG Chairperson**

The MSG has decided that the activities of the chairperson are part time.

GL addressed that although the position is parttime, the remuneration must be at the level of a permanent secretary. Recruiting of the Chairperson will be after SEITI-MSG installation. The website of the Ministry of natural resources will also be used for this subject.

1. **Finalize Workplan**

The SEITI- MSG finalized the Workplan. This will be cleaned and distributed by SEITI Secretariat.

1. **Timeline submission of the SEITI membership application form**

No new comments are received from SEITI- MSG. This form will be finalized by SEITI Secretariat.

1. **Questions**

No questions

1. **Upcoming meeting**

Tentative 28th of November (based on final date MSG-installationthis can be changed)

1. **Closing**

Closing by DA at 14:30 pm.

**Action points**

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| **Action**  | **Due date**  | **Responsible**  | **Remarks**  |
| * Distribute Ministerial appointment
 | Before next MSG meeting | SEITI Secretariat |  |
| * Distribute final Work plan
 | Before next MSG meeting | SEITI Secretariat |  |
| * Finalize the SEITI application form
 | Before next MSG meeting | SEITI Secretariat |  |
| * Make PowerPoint presentation of workplan
 | Before next MSG installation | SEITI-MSG, SJ will take the lead. |  |
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Minute keepers,

Ms. Vanessa Sabajo

Nathalie Accord-Liu

(SEITI-Secretariat)