



17 Charles Street, Buxton Compound, 2nd Floor,
Freetown, Sierra Leone
Website: www.sleiti.gov.sl



OFFICE OF THE VICE PRESIDENT

Sierra Leone Extractive Industries Transparency Initiative - 2020 WORK PLAN

Overall Objective: Improve the effective governance and management of the extractor sector, including value addition for the employment, poverty reduction, community benefit, responsible mining, and revenue collection and utilization.

Overall Goal: Increase transparency in revenues inflow and management, licences/contracts, legal frameworks and extraction, strengthen the governance of the extractive sector to inform appropriate choices of policy actions.

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | Status |
|------------------|---|--|--------------------------------|------------------|-----------------------|--------------|-----------------|
| | | | | | Amount | Source | |
| 1 | Objective 1: Strengthen MSG Governance | | | | | | |
| | Outcome: Improved oversight of EITI Implementation | | | | | | |
| 1.1 | Conduct orientation for MSG members including incoming CSOs | Training report produced | SLEITI Chair, EITI Secretariat | June - Dec 2020 | 1,600 | UNDP | |
| 1.2 | Undertake capacity building for the MSG on the EITI process and calculation of mining contributions to the CDF | Capacity building strategies identified; training plan developed | MSG | July - Dec 2020 | 30,000 | | |
| 1.3 | Undertake at least 1 MSG retreat to discuss and review the SLEITI work programmed | Retreat date established , budget prepared | OVP | Mar 2020 | 3,699 | UNDP & OSIWA | Achieved |
| 1.4 | Enhance the capacity of the national secretariat. Undertake staff training in the secretariat. | Staff capacity enhanced | OVP / MSG | June - Dec 2020 | 5,000 | | |
| 1.5 | Provision of Secretariat logistical needs: office rent, services and equipment etc. | Logistical tools acquired | GoSL | Jan - Dec 2020 | 25,000 | | |
| 1.6 | Purchase of office vehicle and motor bike to facilitate secretariat's activities. | Improved productivity and efficiency of the secretariat | GoSL | July - Dec 2020 | 50,000 | | |
| 1.7 | Improved collaboration between SLEITI and relevant MDAs | Strategic meetings held | MSG | April - Dec 2020 | 1,000 | | Partly Achieved |
| Sub Total | | | | | 116,299 | | |
| 2 | Objective 2: Produce the 2019 SLEITI Report to disclose the contributions of the extractive sector on the economy before the 31st December 2020. | | | | | | |
| | Outcome : Timely, reliable and comprehensive data publicly available to inform public debates | | | | | | |
| 2.1 | Develop the 2019 Report terms of reference for the Independent Administrator | ToR developed, Approved ToR, | Secretariat/MSG | Mar - Jul 2020 | 0 | | Partly Achieved |
| 2.2 | Recruit the Independent Administrator | Signed contract with IA | | Aug 2020 | 100,000 | | |

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | |
|------------------|---|--|------------------|------------------|-----------------------|--------|--------|
| | | | | | Amount | Source | Status |
| 2.3 | MSG review and approval of the Scoping report | Technical & full MSG Meeting held; Approved Scoping report | Secretariat/MSG | Sept 2020 | 0 | | |
| 2.4 | MSG review and approval of the Inception report | Technical & full MSG Meeting held; Approved Inception report | Secretariat/MSG | Oct 2020 | 0 | | |
| 2.5 | MSG review, approval of the Draft report and publication of the final report | Technical & full MSG Meeting held; Approved draft report, Report published | Secretariat/MSG | Nov - Dec 2020 | 0 | | |
| Sub Total | | | | | 100,000 | | |
| 3 | Objective 3: Optimize transparency and accountability in the payment and utilization of sub-national extractive revenues Outcome: Improved transparency and accountability in the payment and utilization of sub-national revenue. | | | | | | |
| 3.1 | Undertake a study on the socio-economic benefits derived across mining communities benefitting from Sub-national extractive revenues | Approved ToR and engage consultant for the assignment; Report of study published | MSG, Secretariat | Jul - Nov 2020 | 10,000 | | |
| 3.2 | Collaborate with the relevant MDAs to systematically disclose sub-national payments | Minutes of meetings, publicly available information on sub-national payments | NMA, Secretariat | Jul - Dec 2020 | 1,000 | | |
| 3.3 | Closely monitor payments, efficient utilization, and reporting of sub-national transfers to the CDF | Guidelines developed for CDF payments, utilization and reporting. | MSG, NMA, MMR | Aug - Dec 2020 | 0 | | |
| 3.4 | Engagement with new Chiefdom Administrations, Paramount Chiefs, District Councils, Community Development Committees (CDCS), CDF beneficiaries and Members of Parliament on the EITI process, revenue reporting and expenditure accountability | Reports of engagement; revenue and expenditure templates developed along with guidance notes | CSOs, MSG | Aug - Dec 2020 | 6,000 | | |
| Sub Total | | | | | 17,000 | | |
| 4 | Objective 4: Strengthen transparency and accountability provisions in the legal, policy and regulatory frameworks for governance of the Extractive Outcome: Harmonized legal frameworks in line with EITI Standard | | | | | | |
| 4.1 | Engage the relevant MDAs - (MMMR and Petroleum Directorate, EPA...) on the review of their respective legislations to ensure that transparency and accountability requirements are in accordance with EITI provisions. | Alignment of relevant MDAs legal provisions with EITI standard. | MSG | April - Dec 2020 | 0 | | |

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | |
|------------------|---|--|-------------------------|-----------------|-----------------------|--------|---------|
| | | | | | Amount | Source | Status |
| 4.2 | Engage integrity institutions (ACC, Statistics SL, Audit Service - etc.), for the effective use of the SLEITI Reports | Promotion of transparency and accountability in the EITI process | MSG | May - Nov 2020 | 0 | | |
| 4.3 | Engage MDAs(EPA, NMA, PD, etc.) to help the MSG document the process for transferring or awarding license including technical and financial criteria used, and ensure the allocation of licences are uploaded on their online portals | Easy access and better informed on licence allocations, ownership, area etc. | MSG | July -Dec 2020 | 1,500 | | |
| Sub Total | | | | | 1,500 | | |
| 5 | Objective 5 : Ensure Beneficial Ownership (BO)disclosure by extractive companies | | | | | | |
| | Outcome : Transparency in the ownership of companies | | | | | | |
| 5.1 | Lobby all stakeholders for the enactment of the MMR 2020 bill which already contains provisions for the mandatory disclosure of BO information by extractive sector entities | Legal framework for BO registration legislated. | MSG, BO committee | Mar - Dec 2020 | 0 | | Ongoing |
| 5.2 | Support relevant institutions to develop the BO Register | BO register available. | MSG, CAC | Jun - Dec 2020 | 0 | | Ongoing |
| 5.3 | Launch of BO register & public engagement on BO disclosure. | Public awareness of BO register, improved transparency & accountability | MSG, Secretariat | Oct - Dec 2020 | 5,000 | | |
| Sub Total | | | | | 5,000 | | |
| 6 | Objective 6: Improve on EITI Impact in Sierra Leone (New and outstanding EITI requirements are implemented) - See attached worksheet (Corrective Actions) | | | | | | |
| | Outcome: EITI implementation strengthened (EITI standards are fully Implemented in Sierra Leone) | | | | | | |
| 6.1 | Undertake pre validation workshop | Better information on the validation process. | MSG, SLEITI Secretariat | Sept - Oct 2020 | 4,170 | | |
| 6.2 | Undertake EITI Validation | Workshop schedule & agenda agreed; Pre-validation workshop report published | MSG, SLEITI Secretariat | Dec 2020 | 5,000 | | |
| 6.3 | Implement the 2018 Validation corrective actions | Implementation plan developed | MSG ,MDAs | Jan - Dec 2020 | 0 | | Ongoing |

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | |
|------------------|---|---|-------------------------|-----------------|-----------------------|--------|---------|
| | | | | | Amount | Source | Status |
| 6.4 | Follow-up on recommendations from previous SLEITI reports (2015 - 2018) including reconciliation and validation reports; | Implementation plan developed | MSG , Secretariat | Jan - Dec 2020 | 3,500 | | Ongoing |
| 6.5 | Work with government, civil society and companies to collect and analyze gender related information along the EI value chain in the areas of employment, representation, decision making and benefits to support gender-informed policy for gender equality | ToR for the assignment developed, Report published | MDAs, Secretariat | Aug - Dec 2020 | 2,500 | | |
| 6.6 | SLEITI to build synergy with stakeholders on the implementation of the Kimberly process | Improved collaboration with the Kimberly stakeholders on natural resource governance | MSG, SLEITI Secretariat | Jul - Dec 2020 | 2,000 | | |
| 6.7 | Establish EITI sub national multi-stakeholder groups (Mining districts) | Members of the sub EITI groups appointed per chiefdom / per region, rules of engagement developed | Secretariat, CSOs, | Jul - Dec 2020 | 10,000 | | |
| Sub Total | | | | | 27,170 | | |
| 7 | Objective 7: Achieve Systematic disclosure of EITI data Outcome : Timely, reliable and comprehensive data publicly available in a sustainable manner | | | | | | |
| 7.1 | Hire consultant to undertake mainstreaming feasibility study | Consultancy advertised, undertake procurement, Signed contract | MSG | Jul - Dec 2020 | 50,000 | | |
| 7.2 | Engage MDAs (NMA, PD, EPA, NRA, MoF etc.) on integration of tax revenue into the existing Online Repository alongside non-tax revenue or on other online platforms | Report of engagement | MSG, NRA, NMA | July - Dec 2020 | 1,000 | | |
| 7.3 | Engage all SLEITI reporting entities on periodic reporting and publication of disaggregated information on revenues by project (Project Level Reporting) and other relevant data through their websites, databases, annual reports etc. | Report of engagement; reporting format developed | Secretariat, MSG | Apr - Dec 2020 | 1,000 | | |
| Sub Total | | | | | 52,000 | | |

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | Status |
|-----|--|--|--|----------------|-----------------------|--------|----------|
| | | | | | Amount | Source | |
| 8 | Objective 8: Enhanced public education and improved access to information on extractives sector revenues and broader resource governance matters to enhance citizens ownership of the EITI Process Outcome: Increased citizen demand for better natural resources governance. | | | | | | |
| 8.1 | Develop a SLEITI Communications and outreach Strategy - ACHIEVED | New communications strategy | Consultant, MSG, Secretariat | Jan - Feb 2020 | 0,00 | | Achieved |
| 8.2 | Hold 2 Press Conferences in Freetown on the 2017-18 report & SLEITI Activities | No. of news items aired or published | SLEITI MSG, SLEITI Secretariat | Aug – Dec 2020 | 2,000 | | |
| 8.3 | Hold 1 nationwide dissemination of the 2017 & 2018 report in Freetown & 6 mining communities (Kenema, Rutile, Kono, Lunsar, Magburaka, Bo) (Print 140 T-shirts, 140 copies of the 2017 & 2018 Report, 140 copies of Summary Report, 500 pens, 100 mouse pad, 150 brochure, 500 face mask and 100 Pen Drives to store the reports) | Dissemination report , No. of outreach report | SLEITI MSG, SLEITI Secretariat, CSOs, Companies. | Aug - Nov 2020 | 40,000 | | |
| 8.4 | Produce 1 audio visual spot on SLEITI implementation activities; Develop 1 jingle on SLEITI to engage stakeholders with key SLEITI data and keeping abreast with EITI reporting. Print 50 posters carrying different EITI messages for distribution in mining communities, erect 10 new sign boards in Freetown (4), Lungi, Bo, Kenema and Kono, Moyamba Junction, Makeni to enhance SLEITI Visibility | IEC materials developed; approved content before distribution | SLEITI Coms. Committee, SLEITI Coms. Officer | Aug - Dec 2020 | 15,000 | | |
| 8.5 | Upgrade SLEITI website, Re-develop SLEITI Face book and YouTube forums; create e-letters distribution list, create domain email for SLEITI staff to enhance visibility | Newly upgraded website, Social Media channels created and link with SLEITI website | Coms Officer/ IT Support Staff | Aug - Dec 2020 | 3,000 | | |
| 8.6 | Implement 3 public lectures in 3 universities to educate students about natural resources governance and the contributions of the extractive sector to employment. FBC, UNIMAK & Njala Universities. | Public lecture reports | SLEITI MSG, SLEITI Secretariat | Mar - Dec 2020 | 9,000 | | |

| No. | Activities | Expected Outputs | Responsibility | Timeline | Indicative Costs (\$) | | |
|--------------------|---|--|---|----------------|-----------------------|--------|--------|
| | | | | | Amount | Source | Status |
| 8.7 | Undertake nationwide survey to assess SLEITI impact. Approve the survey methodology & consultant's ToR. | Approved consultant ToR, report on the impact of EITI process in Sierra Leone. | SLEITI MSG , Communications Officer | Jul - Dec 2020 | 10,000 | | |
| 8.8 | Hold 24 (twice a month for 12 months) TV discussions to gather feedback from the public about the EITI process in Sierra Leone. | TV and Radio programmes aired and recorded | SLEITI, MSG< Comms Officer | Jul - Dec 2020 | 3,600 | | |
| 8.9 | Establish SLEITI week | SLEITI visibility enhanced | SLEITI, MSG< Comms Officer | Jul - Dec 2020 | 10,000 | | |
| 8.10 | Hold 1 workshop with Journalists and CSOs to enhance their understanding of the EITI process and to undertake in-depth analysis & advocacy using SLEITI data. | Workshop report | SLEITI Secretariat, SLEITI Coms. Officer, SLEITI BO Technical Committee | Aug - Dec 2020 | 3,000 | | |
| | | | | | 95,600 | | |
| Grand Total | | | | | 414,569 | | |