



1. The meeting was chaired by Dr. Imo Itsueli, Chairman, Dubri Oil and started with prayers from Mr. Andrew Jamieson , Outgoing Managing Director, Nigeria Liquefied Natural Gas (NLNG). The Group was introduced to the NSWG Advisors, Goldwyn International Strategies (GIS) represented by Mr. Chris Mailander, Michel Tellings and Stanley Ukaga. The Group then listened to a presentation by the GIS Team, which detailed the proposed tasks and methodology for implementation.
2. The Group reviewed the minutes of the last meeting, which was proposed for adoption by Mr. Basil Omiyi, MD Shell Petroleum Development Company and seconded by Mr. Andrew Jamieson.
3. The Group discussed the matters arising from the last meeting and agreed as follows:
  - (a) Civil Society (CS) Engagement: The Group endorsed the CS Action Committee of five members selected at the NSWG/ Civil Society interactive Session on the 30<sup>th</sup> of November 2004. The Action Committee will produce a civil society and community based engagement plan for presentation to the NSWG. **Date for inaugural meeting of Action Committee meeting to be set in Jan. 2005**
  - (b) EITI Bill: The Group mandated Dr. H. Assisi Asobie, Chairman, Transparency in Nigeria (TIN) to ensure greater involvement of Civil society in the development of the EITI Bill and permitted him to send the draft bill to Civil society groups. **Draft EITI Bill has been sent to Civil Society groups**
  - (c) EITI Conference: The Group called for greater involvement of Civil Society in the planning of the EITI Conference , asked for a session dedicated to CS issues and mandated Mr. Olusegun Adeniyi from ThisDay Newspapers and Dr. Asobie to link up with the EITI Conference planning Team.
  - (d) EITI Bank Account: The Group acknowledged the setting up of the EITI Bank account.

4. Dr. H. Assisi Asobie, Chairman, NSWG Civil Society Team gave a brief update on the work of his Team. He stated that funding for Civil Society activities, at least for now, would have to be funded by the NSWG. He went on that work is ongoing on seeking alternative and sustainable funding sources over and beyond the NSWG and International Development Agencies assistance.
5. He reiterated the fact that the selected five-Man NSWG/ CS Action Committee would present a Civil Society Roadmap to the NSWG for approval.
6. Dr. Bright Okogu, Head, Oil & Gas Accounting Unit, spoke on behalf of the Finance and Admin Team. He stated that they were yet to meet due to tight schedules. He promised to work with the Secretariat to ensure that the Team met as soon as it was possible.
7. Obiageli Ezekwesili, Chairman, NSWG Legislative Team gave an update on the work of her Team. She presented the Draft EITI Bill (Final Copy) to the Group. In response, the Group decided to postpone discussion on the Draft EITI bill until it understood why, valued Members like Senator Lee Maeba, Chairman, Senate Petroleum Committee and Dr. Cairo Ojougboh, Chairman, House Committee on Petroleum, have not been attending meetings. The Group asked the Secretariat to write to Senator Lee Maeba, Dr. Cairo Ojougboh and Chief Onyema Ugochukwu, Chairman, Niger Delta Development Commission to inquire about their continued absence at NSWG meetings.
 

**Letters have been sent to the three Stakeholders**
8. The Group then went on to adjust the NSWG timelines as follows:
 

<ol style="list-style-type: none"> <li>(a) <b>15 Dec 2004</b> - NSWG Meeting <b>Deliverable:</b> Adoption of Draft TOR for Auditor</li> <li>(b) <b>17 Dec 2004</b> - Publication <b>Deliverable:</b> EOI for Auditor</li> <li>(c) <b>12 January 2005</b>- NSWG meeting <b>Deliverable:</b> Shortlist of EOI</li> <li>(d) <b>9 February 2005</b>- NSWG meeting <b>Deliverable :</b> Selection of Auditor</li> </ol>	<p><b>EOI Adverts in the Economist, WSJ, ThisDay, Punch and Vanguard set to go out on the 17 of Dec 2004</b></p>
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(e) **14 February 2005**- One yr. Anniversary  
**Deliverable:** Announcement of Auditor & Start of  
EITI Conference

9. The Group then directed the Chairman of the Technical Team, Engr. (Mrs) Joanna Maduka to ensure that preparations are in place for a smooth implementation of the NSWG Audit goals.
10. Obiageli Ezekwesili, Senior Special Assistant to the President and Coordinator EITI Nigeria Team signed the Consultancy Services Agreement for the formal engagement of GIS as Advisor to the NSWG.
11. The meeting ended with prayers from Mrs Gwen Nwachukwu, Director Revenue, Budget Office, MOF.

**Dr. Imo Itsueli**  
Meeting Chair