

**MINUTES OF THE MEETING OF THE EITI/ NSWG HELD IN  
ABUJA ON THE 26<sup>TH</sup> OCTOBER 2004**

A meeting of the EITI/ NSWG was held in Abuja on the 26<sup>th</sup> of October 2004

In attendance were:

<b>S/N</b>	<b>NAME</b>	<b>ORGANISATION.</b>
1	OBY EZEKWESILI	SSA-P COORDINATOR EITI
2	U.J ITSUELI	DUBRI OIL
3	IFUEKO OMOIGUI	FIRS
4	BRIGHT OKOGU	OIL & GAS ACC. UNIT/ MOF
5	ANDREW JAMIESON	NIGERIA LNG
6	BASIL OMIYI	SHELL PETROLEUM DEV CO
7	H. ASSISI ASOBIE	TRANSPARENCY IN NIGERIA
8	J. MADUKA	LECCOM ASSOCIATES
9	CAIRO OJOUGBOH	NATIONAL ASSEMBLY
10	GWEN NWACHUKWU	BUDGET OFFICE
11	TREVOR AKINDELE	SAK RESOURCES
12	LOUIS B. OGBEIFUN	PENGASSAN
13	OLUSEGUN ADENIYI	THISDAY
14	STAN RERRI	EITI SECRETARIAT
15	ORJI OGBONNAYA ORJI	EITI SECRETARIAT
16	MICHAEL WEST	RVS ST. HSE OF ASSEMBLY

**APOLOGIES**

17	ROTIMI AMAECHI	RIVERS ST. HOUSE OF ASSEMBLY
18	PHILIP O. CHUKWU	NAPIMS, NNPC
19	B. O. N. OKAFOR	CENTRAL BANK OF NIGERIA
20	JAY PRYOR	CHEVRON TEXACO
21	AMMUNA LAWAN ALI	MINISTRY OF PET. RESOURCE
22	MOHAMMED H DEEN	NESG

1. The meeting was chaired by Dr. Imo Itsueli, Chairman, Dubri Oil and started with prayers from Mr. Basil Omiyi, Managing Director, Shell Petroleum Development Company. The Group reviewed the minutes of the last meeting, which was adopted by Mrs Gwen Nwachukwu, Director Revenue, Budget office/ MOF and seconded by Dr H. Assisi Asobie, Chairman Transparency in Nigeria (TIN).
  
2. The Group discussed the matters arising from the last meeting and agreed as follows;
  - (a) Nigeria-Sao Tome Joint Development Zone (JDZ): The Secretariat should arrange a meeting between the Coordinator EITI and the Joint Development Authority's (JDA) Executive Director of Finance & Administration. **Meetings yet to be arranged due to tight schedules**
  
  - (b) Department of Petroleum Resources (DPR): As a follow up to the DPR presentation to the NSWG, the Secretariat should arrange a meeting between the Coordinator and the Director, DPR
  
  - (c) Civil Society Team report; The Group fixed the NSWG/ Civil Society Interactive session for 10 am on the 30<sup>th</sup> of November 2004 at the NICON Hilton Hotel Abuja. The session will finally produce a civil society and community based engagement action plan for presentation to the NSWG **CS Engagement Plan to be presented by Asobie**
  
3. Stan Rerri, Technical Assistant, EITI Secretariat gave a report on the work of the Bid Evaluation Team, that chronicled the activities and events that led to the selection of Goldwyn International Strategies (GIS) as Advisors to the NSWG. See attached EITI update-Selection of GIS.

4. The report stated that the Secretariat had received a commitment from the Department For International Development (DFID) to bear the cost of engaging the Advisors, through a planned Development Grant.
5. In response, the Group adopted the report and asked the Secretariat to convey its appreciation to DFID for their continued support for the Nigerian Extractive Industry Transparency Initiative. The Members directed the Bid Evaluation Team to put together contractual documentation to engage GIS and have GIS available at the next meeting for detailed discussions on next steps and timelines regarding the Terms of Reference for the Audit of Nigeria's Extractive Industry. **Letter of appreciation conveyed to DFID**
6. Next, Mrs Gwen Nwachukwu, Director Revenue, Budget Office, gave a report on the work of the EITI Conference Finance Team. She stated that the Team met at 2.00pm on Wednesday the 29<sup>th</sup> of September 2004 at the office of Team's Chairman, Hajia Ammuna Lawan Ali, Permanent Secretary, Ministry of Petroleum. She said the Team looked at the costs put together by the Secretariat and made adjustments to; **Adjustments have been made to Conference Budget**
  - (a) The publicity costs
  - (b) Honorariums for Speakers
  - (c) Included accommodation for DPR staff.
7. In response, the Group thanked the Team for its work and made the following changes;

- (a) Provision for the purchase of Projectors
  - (b) Reduced the cost of printing the conference program from N750 to N400 and directed
  - (c) that the program be less glossy- good quality at a low cost without frivolities
  - (d) No bags or folders should be bought for the conference
8. The Group then asked the Secretariat to investigate the viability of buying Projectors for the Conference rather than renting them. See attached EITI Conference Finance Team Report
9. Mr. Michael M. West, Parliamentary Assistant to the Speaker, River State house of Assembly, presented an updated draft copy of the EITI Bill. The ensuing debate fleshed out the draft EITI bill and smoothed out contentious areas like:
- (a) The domicile of the NEITI, which was agreed to be at the Presidency
  - (b) The need for annual mandatory independent individual company audits even though oil companies already undergo 3 or 4 annual audits.
  - (c) Provision for NEITI/ NSWG to pay for the independent audit  
Governance and tenure of the NSWG
  - (d) Disclosure to include all levels of governments; not just federal.

10. After the debate on the EITI bill, the Group asked Mr. West to effect the changes and present a final copy to the NSWG at the next meeting on the 30<sup>th</sup> of November 2004. **Final Copy of EITI Bill is ready**
11. Dr Imo Itsueli Chairman Dubri Oil and Chairman EITI Conference Implementation Team spoke on the decision of his team to postpone the EITI Conference scheduled for the 11<sup>th</sup> to 14<sup>th</sup> of October 2004. He stated that it was due to the planned strike by the Nigeria Labour Congress. He recommended a new conference date for the week beginning on the 14<sup>th</sup> of February 2005. In response, the Group thanked the Team and adopted its recommendations **EITI Conference fixed for 14 to 18<sup>th</sup> of February 2004**

The Group then received in audience, a team from the George Soros Foundation. They were;

- ❑ Nana Tanko/ OSIWA
- ❑ Tom Heller/ Stanford University
- ❑ Karin Lissakers

- 12 Professor Tom Heller spoke on behalf of the visiting team. He stated the commitment of the George Soros Foundation to support the work of the NSWG particularly in the areas of civil society training and cost benchmarking in the oil & gas industry. He reiterated their strategy of support for the NSWG/ EITI plan of action rather than designing and imposing theirs.

13. The Group thanked the visiting team and informed them of the challenges facing the NEITI, particularly the need to shed the bad public perception of the very opaque oil & gas industry. The Group stated the importance of the various publics' trust of the information flowing from the oil industry. The Group asked the visiting team to remain in audience and observe the deliberations of the Group.

14. Next, the Group discussed opening a bank account for the EITI. After a lengthy debate the Group mandated the EITI Secretariat to open current accounts in the following banks:

**Bank account at Guaranty Trust has been set up**

- ❑ Guaranty Trust Bank
- ❑ Zenith International Bank

15. The Group then elected the following Members to be the bank account signatories:

<b>Name</b>	<b>Class</b>
Obiageli Ezekwesili	A
Ifueko Omoigui	A
Olusegun Adeniyi	B
Louis B. Ogbeifun	B

16. The Group directed the Secretariat to ensure that funds from the account are accessed only, with both an A and a B signatory.

17. The Group then set up a Finance and Administration Team to determine the governance structure and administration procedures of the NEITI. The Members are: **Meeting yet to be convened**

- Ifueko Omoigui                      Chairman
- Bright Okogu
- Trevor Akindele
- Stan Rerri

18. Dr Bright Okogu made a call for adjournment of the meeting, which was seconded by Mr. Olusegun Adeniyi. The meeting ended with prayers from Mrs. J. Maduka.

**Dr. Imo Itsueli**  
*Meeting Chair*