



**THE UNITED REPUBLIC OF TANZANIA**  
**MINISTRY OF MINERALS**  
**TANZANIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE**



TEITI/MIN90 /5<sup>th</sup> MSG/2023

**MINUTES OF THE 90<sup>TH</sup> TEITI MSG MEETING HELD ON 11<sup>TH</sup> OCTOBER, 2023 AT  
THE RESIDENT MINES OFFICE IN DAR ES SALAAM**

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**A. ATTENDED TEITI-MSG MEMBERS:**

NO.	NAME	INSTITUTION	TITLE
1.	CPA. Ludovick S. Utouh	(Rtd) - CAG	Chairman
2.	Ms. Mariam S. Mgaya	Ag. ES - TEITI	Secretary
3.	Mr. Adam A. Anthony	CSO - HakiRasilimali	Member
4.	Eng. Theonestina K. Mwasha	CSO - FADev	Member
5.	Ms. Zoe O. Bomani	OGAT- Companies	Member
6.	Mr. John S. Kinuno	AG - Government	Member
7.	Mr. Mathias D. Luciano	TRA - Government	Member
8.	Mr. Ahmad M. Massa	TPDC - Government	Member

**B. ABSENT WITH APOLOGY:**

NO.	NAME	INSTITUTION	TITLE
9.	Mr. John B. Tindyebwa	TCM – Companies	Member
10.	Eng. Yahya I. Samamba	MC - Government	Member

**C. SECRETARIAT**

NO.	NAME	POSITION	TITLE
11.	Eng. Joseph N. Kumburu	Ag. ATM	Secretariat

12.	Mr. Rwiza Rutina	Ag. HIA	Secretariat
13.	Mr. Godwin Masabala	Ag. HCES	Secretariat
14.	Mr. Bakari Birika	Ag. HICTS	Secretariat
15.	Mr. Erick Ketagory	Ag. HCRS	Secretariat
16.	Mr. Endrew Eriyo	Ag. HRS	Secretariat
17.	Mr. Danstan Rubandwa	Ag. HLS	Secretariat

#### **D.AGENDA OF THE MEETING**

- 90.1:** Opening of the meeting.
- 90.2:** Adoption of the Agenda.
- 90.3:** Approval of the Minutes of the 89<sup>th</sup> TEITI MSG Meeting.
- 90.4:** Discussion of the Matters Arising from the previous MSG Meeting.
- 90.5:** Discussion of the intention to use the National Secretariat to produce future TEITI EITI reports instead of using Independent Administrator.
- 90.6:** Update of the Validation of EITI implementation in Tanzania.
- 90.7:** Discussion and Approval of TEITI Strategic Plan.
- 90.8:** Update of 2023/24 TEITI Work Plan.
- 90.9:** Update of the Implementation of Contract Disclosure.
- 90.10:** Update of the Implementation of Beneficial Ownership Disclosure.
- 90.11:** Update of the TEITI Systematic Data Disclosure.
- 90.12:** Constitution of Sub-committees of the TEITA Committees.
- 90.13:** Any Other Business (AoB).
- 90.14:** Date and Venue of the next meeting.
- 90.15:** Closing of the meeting.



## **AGENDA 1: OPENING OF THE MEETING**

- 90.1.1** The meeting was opened at 10:30 a.m by the MSG Chairperson and welcomed the MSG Members to the meeting.
- 90.1.2** **NOTED** the presence of the quorum.

## **AGENDA 2: ADOPTION OF THE AGENDA**

- 90.2.1** **ADOPTED** the 15 agenda items as presented.

## **AGENDA 3: APPROVAL OF THE MINUTES OF THE 89<sup>TH</sup> TEITI MSG MEETING**

- 90.3.1** **PRESENTED** the minutes of the 89<sup>th</sup> meeting.
- 90.3.2** **MSG RECEIVED** and **REVIEWED** the minutes accordingly.
- 90.3.3** **MSG APPROVED** the minutes of the 89<sup>th</sup> as true and correct record of the proceedings of the respective meeting after incorporation of the noted minor corrections.

## **AGENDA 4: DISCUSSION OF THE MATTERS ARISING FROM THE 88<sup>TH</sup> MSG MEETING**

- 90.4.1** **PRESENTED** matters arising from the minutes of 88<sup>th</sup> MSG meeting.
- 90.4.2** **MSG APPROVED** matters arising from the 88<sup>th</sup> MSG meeting without changes.

## **AGENDA 5: DISCUSSION OF THE INTENTION TO USE NATIONAL SECRETARIAT TO PRODUCE EITI REPORT INSTEAD OF USING INDEPENDENT ADMINISTRATOR**

- 90.5.1** It was **REPORTED** that, in the 88<sup>th</sup> MSG meeting members were informed on the intention to use the national secretariat to produce the EITI report instead of using the Independent Administrator (IA). MSG members directed the Secretariat to prepare the paper which indicates the pros and cons of shifting from the normal EITI reporting using the Independent Administrator to National Secretariat.
- 90.5.2** The Secretariat **PRESENTED** a paper on the matter as directed by the members. The Secretariat reported that, following the approval of the

Organization Structure, the TEITI Secretariat has been capacitated with more staff with diversified skills in implementing EITI requirements. It was further reported that, the cost of producing the TEITI EITI report will be lower than that of using Independent Administrator, and will reduce the time spent in procuring the Independent Administrator. It was further reported that, using this approach will significantly reduce the budget, and give staff a sense of participation and ownership of the overall process of preparing the EITI report.

**MSG RECEIVED** the report and **DELIBERATED** on the following:

- i. Wanted assurance that the Secretariat preparing the TEITI report will not interfere with the regular activities of the organization;
- ii. That the MSG members agreed to support the TEITI Secretariat in every stage during the report preparation; and
- iii. That the reports prepared by the TEITI Secretariat should be aimed at being of greater quality than the reports prepared by the Independent Administrators as per the EITI Standard 2023 and TEITA Act, 2015.

**90.5.3 MSG APPROVED** the 14<sup>th</sup> TEITI report to be prepared by the TEITI Secretariat with full support from the MSG and **DIRECTED** the secretariat;

- i. To communicate with the EITI Secretariat during the preparation of the report and share on any challenges faced with the MSG members for assistance.

#### **AGENDA 6: UPDATE ON VALIDATION OF EITI IMPLEMENTATION IN TANZANIA**

**90.6.1** The Secretariat **PRESENTED** an update of the final validation report to MSG which was also circulated to MSG members for information and noting. It was recalled that, the MSG Chairperson had directed the TEITI Secretariat to analyse the Final Validation report, by identifying each EITI requirements which TEITI performed well, midway and those performed poorly and come up with recommendations to rectify the observed weaknesses in preparation for the next validation.

**90.6.2 MSG** was **INFORMED** on the following key findings from the validation:

- i. Tanzania had been validated under the new validation model in which the assessment was conducted based on three components that are transparency, stakeholder engagement and outcome and impact;



- ii. Tanzania had attained the EITI requirements as follows- exceed score (1), fully met (14), mostly met (12), partly met (2) and (0) none not met score. The overall score was moderate at 77 points;
- iii. The Secretariat will implement the validator's recommendations by writing letters to the Government agencies and other stakeholders to effectively implement the corrective actions identified in the report;
- iv. The Secretariat will conduct meetings with various stakeholders for the effective implementation of the validation recommendations, specific for outcomes and impact requirements; and
- v. The Secretariat proposed to use the annual progress report to document the implementation process of the validation shortcomings in the country.

**90.6.3 MSG RECEIVED** the validation report and **DIRECTED** the Secretariat on the following:

- i. That the Secretariat should effectively implement the corrective actions indicated in the validation report of the year 2023.
- ii. The Secretariat to make effective follow up with the stakeholders to whom letters were written insisting on their need to implement the validator's corrective actions.
- iii. In future TEITI Reconciliation reports, the Secretariat to come up with two materiality thresholds, one to accommodate the Small-Scale Miners in TEITI reports in the fulfillment of EITI Standard 2023 on comprehensive disclosure of taxes and revenues requirement;
- iv. The Secretariat to analyze data and information of the 13<sup>th</sup> TEITI report especially the information on Corporate Social Responsibility (CSR) and Local Content (LC) on employment data;
- v. The Secretariat to use the Extractive Companies' Financial Statements in extracting employment data in the extractive sector.
- vi. The Secretariat to act upon the companies that failed to submit the required data during the preparation of the 13<sup>th</sup> TEITI Report as per the TEITA Act, 2015; and
- vii. The Secretariat to gain experience from other implementing countries so as to perform better in future validations.

## **AGENDA 7: DISCUSSION AND APPROVAL OF THE TEITI STRATEGIC PLAN**

**90.7.1** The Secretariat **PRESENTED** the draft of the TEITI Strategic Plan for FY 2024/2025 to 2028/2029.

**90.7.2 MSG RECEIVED** and discussed the contents of the TEITI Strategic Plan and provided comments for improvement.



**90.7.3** **MSG APPROVED** the 2024/2025 to 2028/2029 TEITI Strategic Plan subject to the improvement such as:

- i. Vision should reflect "Tanzania" and not "Africa"
- ii. Item no. 2.5.5 The National Natural Gas Policy of Tanzania, 2013 should start before item 2.5.4 The Tanzania Energy Policy, 2015;
- iii. Core Values to be rephrased and shorted in a single word title;
- iv. Item 3.3.3 Performance Indicators (ii) should be rephrased to indicate percentage compliance of the agreed criteria for disclosure requirement;
- v. Item 4.4 Table 1 Objective code "D" Outcome Indicator (iv) replace word 'unqualified audit report' with "unmodified"; and
- vi. Item 4.5.2.1 Table 2 S/No 6 under Designation of the Chairperson should indicate "Chairperson of the Audit and Risk Committee."

**90.7.4** It was **AGREED** that since the approved Strategic Plan will start to be implemented in the year 2024/25, it should be circulated to the Secretariat and MSG members for any further observations/comments for its further improvements before being put into action in July, 2024.

#### **AGENDA 8: UPDATE OF 2023/24 TEITI WORKPLAN**

**90.8.1** The MSG **NOTED** on the progress made in improving the TEITI Work Plan for 2023/24.

**90.8.2** **MSG APPROVED** the 2023/2024 TEITI work plan subject to the following comments:

- i. Secretariat to include the energy sector in the work plan and to incorporate all comments presented by the members.

#### **AGENDA 9: UPDATE ON THE IMPLEMENTATION OF CONTRACT DISCLOSURE**

**90.9.1** **MSG Members** were **INFORMED** on the progress made on the implementation of contract disclosure requirement. It was further reported that, the Ministry of Minerals confirmed to support the disclosure of the mining contracts, while



awaiting the formal submission of the mining contracts for the Secretariat's review to identify the essential parts in the contract to be disclosed.

**90.9.2** It was **NOTED** that, the Ministry of Energy is not responding on the Secretariat's request on contract disclosure for the oil and gas sector. **MSG** Members **DIRECTED** the Secretariat on the followings:

- i. To visit Ministry of Energy office to follow up on the request for Oil and gas contracts;
- ii. The next MSG meeting to be conducted in Dodoma so as to find the time to meet with the Management of the Ministry of Energy for introduction purpose;
- iii. To improve the contract disclosure roadmap and fast tract the process to ensure the contract disclosure roadmap is implemented timely; and
- iv. Use the Model PSA for Oil and Gas sectors which is available in public to the companies for review of contractual agreements in the gas sector while waiting the response from Ministry of Energy.

#### **AGENDA 10: UPDATE ON THE IMPLEMENTATION OF BENEFICIAL OWNERSHIP DISCLOSURE**

**90.10.1** MSG Members were **INFORMED** that the meeting between TEITI and BRELA was arranged to be conducted on 12<sup>th</sup> October, 2023 at BRELA Office.

**90.10.2** MSG Members **DIRECTED** the Secretariat to communicate the resolution of the Meeting to the members in the next MSG Meeting for discussion.

#### **AGENDA 11: UPDATE ON THE TEITI SYSTEMATIC DATA DISCLOSURE**

**90.11.1** MSG Members were **INFORMED** on the progress on the development of the systematic data disclosure and the feedback in the improvement of the system after the previous MSG Meeting.

**90.11.2** It was **REPORTED** that, the documents for establishment of the system were submitted to eGA for approval but no response has been received to-date.

**90.11.3** **MSG DIRECTED** the Secretariat to make strong follow-up with eGA to ensure the system is developed.

## AGENDA 12: CONSTITUTION OF SUB-COMMITTEES OF THE TEITA COMMITTEE

90.12.1 It was **REPORTED** that TEITI is now an independent government entity and as per Paragraph 14 of the Schedule of the TEITA Act, 2015 as amended, it provides that the Committee may appoint members among members of the TEITA Committee to form sub-committees.

90.12.2 Members **APPROVED** the following sub committees namely: - (i) Audit and Risk Sub-Committee, (ii) Finance, Planning, Human Resource and Administration Sub-Committee and (iii) Transparency and Accountability Technical Sub-Committee.

90.12.3 It was **DIRECTED** that the Secretariat to prepare and submit the Terms of Reference of the sub- committees and propose the names of selected members in each Sub-Committee for approval in the next MSG meeting.

## AGENDA 13: ANY OTHER BUSINESS (AOB)

90.13.1: MSG Members were **INVITED** to participate in the 6<sup>th</sup> Tanzania Mining and Investment Forum taking place on 24<sup>th</sup> and 25<sup>th</sup> October, 2023.

## AGENDA 14: DATE FOR THE NEXT MEETING

90.14.1 The date for the next meeting will be communicated later to members.

## AGENDA 15: CLOSING OF THE MEETING

90.15.1 The Chairperson officially closed the meeting at **13:35 PM** by acknowledging the members for their attendance and valuable contributions.

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Mariam S. Mgaya  
Executive Secretary – TEITI  
Date: 01/02/2024

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CPA. Ludovick Utouh  
Chairperson TEITI  
Date: 18 February 2024