



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



TEITI/MIN91 /5<sup>th</sup> MSG/2023

**MINUTES OF THE 91<sup>TH</sup> TEITI MSG MEETING HELD ON 1<sup>ST</sup> FEBRUARY, 2024 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	Chairperson
2.	Ms. Mariam S. Mgaya	Ag. ES - TEITI	Secretary
3.	Mr. Adam A. Anthony	Ex. D – Haki Rasilimali	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
9.	Mr. John B. Tindyebwa	TCM – Companies	Member
10.	Eng. Yahya I. Samamba	MC - Government	Member

**B. ABSENT WITH APOLOGY:**

All members attended.

**C. SECRETARIAT**

NO.	NAME	POSITION	TITLE
1.	Mr. Rwiza Rutina	Ag. HIA	Secretariat
2.	Mr. Bakari Birika	Ag. HICTS	Secretariat

<b>NO.</b>	<b>NAME</b>	<b>POSITION</b>	<b>TITLE</b>
3.	Mr. Erick Ketagory	Ag. HCRS	Secretariat
4.	Ms. Julieth Moshi	Ag. HLS	Secretariat
5.	Ms. Halima Dendego	Ag. HPMU	Secretariat
6.	Mr. Godluck Wawa	Ag. HFPS	Secretariat
7.	Mr. Shadrack Msungu	HR	Secretariat
8.	Mr. Ezekiel Seni	GEO	Secretariat

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

- 91.1:** Opening of the meeting.
- 91.2:** Adoption of the Agenda.
- 91.3:** Declaration of Conflict of Interest.
- 91.4:** Approval of the Minutes of the 90<sup>th</sup> TEITI MSG Meeting.
- 91.5:** Discussion of the Matters Arising from the 90<sup>th</sup> MSG Meeting.
- 91.6:** Discussion and approval of the Terms of Reference (ToR) for production of the 2021/2022 TEITI Report.
- 91.7:** Discussion and approval of the Scoping Study for the production of the 2021/22 TEITI report.
- 91.8:** Update on the TEITI systematic data disclosure.
- 91.9:** Discussion and approval of the mandatory Institution's documents.
- 91.10:** Implementation of the TEITI budget for the year 2023/24.
- 91.11:** Update on the Implementation of Contract Disclosure.
- 91.12:** Update on the Implementation of Beneficial Ownership Disclosure.
- 91.13:** Update on the GHEITI visit to Tanzania
- 91.14:** Any Other Business (AoB).
- 91.15:** Date and Venue of the next meeting.
- 91.16:** Closing of the meeting.

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

**91.1.1** The meeting was opened at **10:20 a.m.** by the MSG Chairperson who welcomed the MSG Members/Secretariat to the meeting.

**91.1.2** **NOTED** the presence of the quorum.

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

**91.2.1** Fifteen (15) Agenda items were presented. Members agreed to add a new agenda item "**DECLARATION OF CONFLICT OF INTEREST**" as agenda item number 3. Agenda items were renumbered accordingly.

**91.2.2** The MSG members **ADOPTED** the **16** agenda items as presented.

## **AGENDA 3: DECLARATION OF CONFLICT OF INTEREST**

**91.3.1** No member had any conflict of interest in the agenda items presented.

## **AGENDA 4: APPROVAL OF THE MINUTES OF THE 90<sup>TH</sup> TEITI MSG MEETING**

**91.4.1** **PRESENTED** the minutes of the 90<sup>th</sup> meeting.

**91.4.2** The MSG **RECEIVED** and **REVIEWED** the minutes accordingly.

**91.4.3** The MSG **APPROVED** the minutes of the 90<sup>th</sup> meeting as a true and correct recording of the proceedings of the previous meeting.

## **AGENDA 5: DISCUSSION OF THE MATTERS ARISING FROM THE 90<sup>TH</sup> MSG MEETING**

**91.5.1** TEITI Secretariat **PRESENTED** matters arising from the minutes of 90<sup>th</sup> MSG meeting.

**91.5.2** MSG **APPROVED** the matters arising from the 90<sup>th</sup> MSG meeting subject to correction as directed.

**AGENDA 6: DISCUSSION AND APPROVAL OF THE TERMS OF REFERENCE (TOR) FOR THE PRODUCTION OF THE 2021/2022 TEITI REPORT.**

- 91.6.1** It was **REPORTED** that, the Secretariat had incorporated all the comments in the ToRs as directed by the MSG members in the previous meeting and comments from the EITI Secretariat. The MSG **AGREED** to the presented ToRs and the proposed risk-based approach to be used according to the EITI Standard 2023.
- 91.6.2** The MSG **APPROVED** the ToRs for preparation of 14<sup>th</sup> TEITI report.

**AGENDA 7: DISCUSSION AND APPROVAL OF THE SCOPING STUDY FOR THE PRODUCTION OF THE 2021/22 TEITI REPORT.**

- 91.7.1** The Secretariat **PRESENTED** key findings from the Scoping Report for the fiscal year 2021/22.
- 91.7.2** The MSG members **RECEIVED** and **COMMENDED** the work done by the Secretariat in preparing the scoping report internally for the first time and **DELIBERATED** on the following:
- i. To include all government statutory recipient of extractive revenues such as OSHA, PURA and TFS;
  - ii. To rephrase the Introduction, Objective of the Study and Approach and methodology to be itemized in one chapter;
  - iii. To rephrase the methodology to include methods used for the scoping study;
  - iv. To review item 3, “Overview of Extractive Sector” to include significant information from exploration to closure phase;
  - v. To make followup of budget for the production of the TEITI 2021/22 Reconciliation report;
  - vi. TEITI to make use of export data from NBS and verify them with those received from NBS and the Mining Commission for consistence and uniformity of published export data.
  - vii. To make follow-up and analysis of proper utilization of the Oil and Gas Fund and come with recommendations as per the Oil and Gas Revenue Management Act 2015.
- 91.7.3** **MSG APPROVED** the scoping report and all its recommendations subject to editorial improvement and **DIRECTED** the progress report to be submitted to the Transparency and Accountability Subcommittee before being presented to the next MSG meeting.

## **AGENDA 8: UPDATE ON THE TEITI SYSTEMATIC DATA DISCLOSURE**

- 91.8.1** The MSG **members** were **INFORMED** on the progress on the development of the systematic data disclosure and the feedback from eGA.
- 91.8.2** It was **REPORTED** that, eGA approved the development of this system subject to technical recommendations submitted.
- 91.8.3** MSG were **INFORMED** on the analysis and design phase. In the analysis, a stakeholders meeting was conducted on 23<sup>rd</sup> November, 2023 whereby all comments received from stakeholders and eGA recommendations were considered in the analysis and design activities.
- 91.8.4** It was **REPORTED** that, the TEITI Secretariat had conducted three meetings with BHP Foundation on funding the development of the system. BHP recommended several issues to the TEITI Secretariat, among which was to learn from other countries which have implemented systematic data disclosure and looking for the best way of developing the system by either hiring a consultant or the use of its internal capacity.
- 91.8.5** MSG **DELIBERATED** that for sustainability of the system, TEITI should be the host and implementer of the system.
- 91.8.6** MSG **AGREED** for undertaking the next phases of developing the system pending deliberation from the meeting between TEITI, BHP Foundation and EITI Secretariat.

## **AGENDA 9: DISCUSSION AND APPROVAL OF THE MANDATORY INSTITUTION'S DOCUMENTS**

- 91.9.1** The Secretariat **PRESENTED** four papers as follows:  
Paper No: 91.8.P.3: TEITI Staff Regulations;  
Paper No: 91.8.P.4: TEITI Financial Regulations;  
Paper No: 91.8.P.5: TEITI Incentive Scheme; and  
Paper No: 91.8.P.6: Committee Charter.
- 91.9.2** **MSG RECEIVED** and **DIRECTED** the established subcommittee of the MSG to review the respective documents in **one week time** prior to their submission to the MSG.
- 91.9.3** The distribution of the documents is as follows:

<b>S/N</b>	<b>Subcommittee</b>	<b>Document to be reviewed</b>
1.	Audit and Risk	Internal Audit and Audit Committee Charter and Financial Regulations

2.	Finance, Planning, Human Resource and Administration	Staff Regulations and Incentive Scheme
3.	Transparency and Accountability Technical	Scoping Report and progress of TEITI reconciliation report for 2021/22.

**AGENDA 10: IMPLEMENTATION OF THE TEITI BUDGET FOR YEAR 2023/24**

- 91.10.1** **MSG RECEIVED** implementation status for the TEITI Budget for the year 2023/24.
- 91.10.2** **MSG members NOTED** the insufficient funds allocated by the Government for the financial year 2023/24.
- 91.10.3** **MSG DIRECTED** the Secretariat to make strong follow-up to the Ministry of Minerals, Ministry of Finance and Treasury Registrar for the submitted addition budget request.

**AGENDA 11: UPDATE ON THE IMPLEMENTATION OF CONTRACT DISCLOSURE**

- 91.11.1: MSG RECEIVED** updates on the implementation of contract disclosure. The Secretariat informed the members that, eleven (11) Framework Agreements were received from the Ministry of Minerals. It was further reported that, a special team was formed for review and identify parties of the contract to be disclosed of which six (6) framework agreements were reviewed by identifying contractual information to be disclosed. The report of the identified information was submitted to the Ministry of Minerals on 18 January, 2024 for guidance and the guidance was given for TEITI to proceed with seeking consent of the relevant companies to disclose. To date, three (3) companies have consented to disclose the identified contractual information, and the other three (3) companies have sought more time to consult their parent companies and shareholders.
- 91.11.2: MSG DELIBERATED and DIRECTED that,** TEITI Secretariat to start implementing contract disclosure roadmap specific for mining contracts while waiting for energy contracts.

## **AGENDA 12: UPDATE ON THE IMPLEMENTATION OF BENEFICIAL OWNERSHIP DISCLOSURE**

**90.12.1** MSG Members were **INFORMED** on the feedback from the meeting between TEITI and BRELA held on 12<sup>th</sup> October, 2023 at BRELA Office.

**90.12.2** The Secretariat **REPORTED** that Parties involved agreed to cooperate in implementing the BO disclosure by BRELA providing data for verification. However, on 5<sup>th</sup> December, 2023 TEITI received a letter with reference no. DA.371/581/01A/47 from BRELA. The letter informed that the beneficial ownership information as per the Company Act, Cap 212 is confidential and requested TEITI to liaise with AG Office so as to be among the competent authority for the purpose of verification of the BO information.

**90.12.3** MSG Members **DIRECTED** the Secretariat to:

- i. Liaise with the Office of AG to include TEITI to be among the competent authority as for the purpose of assessing the BO information under the Company Act. 212; Check the correctness of this year!
- ii. Use minimum available BO information to establish own BO Register;
- iii. Apply templates for collection of BO information for companies which are EITI members;
- iv. Include the definition of BO and Political Exposed Person (PEPs) as defined by Tanzanian Laws in the BO template.

## **AGENDA 13: UPDATE ON THE GHEITI VISIT TO TANZANIA**

**91.13.1** MSG Members were **INFORMED** on the GHEITI peer visit to Tanzania from 03<sup>rd</sup> -9<sup>th</sup> December, 2023. It was reported that the delegation visited Geita Mineral Market and Rwamugasa Centre of Excellence in Geita for learning ASM activities.

**91.13.2** MSG Members **NOTED** on the feedback from the GHEITI visit to Tanzania.

## **AGENDA 14: ANY OTHER BUSINESS (AOB)**

**90.14.1:** It was **INFORMED** that, some of MSG members had received declaration of interest forms from the Treasury Registrar.

**90.14.2:** MSG members were informed that, all board members are required to fill the forms and hence, all MSG members should fill the form and submit to the Treasury Registrar.

**90.14.3** MSG members were invited to participate in a virtual meeting on 19<sup>th</sup> February, 2024 between EITI Secretariat and MSG Members.

**AGENDA 15: DATE FOR THE NEXT MEETING**

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

**AGENDA 16: CLOSING OF THE MEETING**

**90.16.1** The Chairperson officially closed the meeting at **14:25** by acknowledging the members for their attendance and valuable contributions.



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Mariam S. Mgaya  
**Executive Secretary – TEITI**  
Date 01/02/2025



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CPA. Ludovick Utouh  
**Chairperson TEITI**  
Date 01/02/2024