

**USEITI Outreach and Communications Subcommittee
Meeting Summary for Monday, June 2, 2014**

Agenda

1. Communications Plan
2. Senate Briefing Report Out
3. Update from Workgroups:
 - Payor/Company Workgroup (incl. attached draft Dear Reporter Letter)
 - Outreach Materials Workgroup
5. Discussion of next priority
6. Identify Deliverables before June MSG meeting

Communications Plan

Veronika Kohler asked the Subcommittee if everyone was comfortable with the Communications Plan and there was agreement from everyone on the call that it was fine.

Congressional Outreach

Senate Briefing Update

A briefing with the Senate Energy and Natural Resources staff was held on May 20th. MSG members Veronika Kohler, Susan Ginsberg, Neil Brown, Laurie Sherman, Greg Gould, and ONRR employees Anita Gonzales-Evans, and Judy Wilson met with Jan Brunner the Senior Counsel for Fossil Energy, Majority, Tristan Abbey Prof Staff, Lower 48 oil and international, Minority, and Brian Hughes, Prof Staff, minerals, Minority of the Energy Natural Resources Committee. Overall consensus from those who attended the briefing was that it went well. The Senate Staff was very interested in USEITI and reasonably well-informed about EITI. During the briefing a discussion on 1504 and the SEC rule was held and Staff expressed interest in assisting with the SEC rule making by exerting pressure on the SEC. Staff expressed interest in the possibility of Louisiana being a state to opt-in to the EITI process. The workgroup discussed how to engage with the state of Louisiana but decided to wait to hear from the State & Tribal Subcommittee on action it has identified for MSG consideration. A comment was made that at some point the Outreach Subcommittee needs to consider how to reach out to all Hill staff, and not just key committee staff, as the USEITI process moves forward.

Workgroup Updates

Payor Company Workgroup

Susan Ginsberg and Debbie Gibbs-Tschudy provided an update from the Payor Company Workgroup. The Workgroup has developed a communication strategy for all payors

regarding unilateral disclosure and with those payors who will be asked to participate in the reconciliation of data through EITI.

Debbie Gibbs-Tschudy presented a draft Dear Reporter letter to the Subcommittee for approval to send on to the MSG at the June meeting. This letter will inform approximately 500 payors about the upcoming unilateral disclosure of information in December 2014 – specifically that data reported to ONRR will now be publically released by ONRR at a disaggregated level by company. The Outreach Subcommittee approved the draft Dear Reporter Letter. The Workgroup will present this draft letter to the MSG for review next week. If approved by the MSG, the letter will likely go out to payors by the end of June.

A discussion was then held on a communication strategy for payors who will be asked to participate in reconciliation. The strategy consists of a letter sent to the CEO level of the reconciled companies which will contain detailed information on EITI, what is being asked of them, and would include a list of all companies being asked to reconcile.

A discussion was held on who officially would provide this letter to the companies. It was explained by DOI that the Independent Administer cannot send this letter since it is officially an agent of the Government. So, likely the letter will need to come formally from the three Sectors with questions on USEITI directed to the Independent Administrator. It was pointed out to the Subcommittee that much of the information that should be included in this letter is still under discussion by the MSG. Therefore, release of this letter should occur no sooner than September once the Independent Administrator is onboard and the MSG has come to agreement on key information that will be included. Potentially the letter will not be able to be released until after the December MSG meeting where the reporting period template is planned to be presented and approved.

The CSOs stated that DOI needs to focus on how it will comply with the Paperwork Reduction Act regarding the reporting template and that Solicitor input may be needed. Gould informed the group that this would be discussed at the June MSG meeting.

Outreach Materials Workgroup

The newly formed Outreach Materials Workgroup will hold weekly calls on Monday before the Outreach Subcommittee calls. Regular meetings will begin following the June MSG meeting. Necessary materials will be determined based on decisions made by the State and Tribal Subcommittee. Veronika Kohler informed the Workgroup that they need to compile all material currently being used for outreach to develop a materials package available to everyone. The Workgroup should review what is in the package and identify any gaps. This communications package should be available in both electronic and hard copy format. The Subcommittee was tasked with providing current versions of communication materials to Jerry Gidner.

Next Priorities

No new priorities were identified as progress was currently underway on several communication fronts. New priorities will be decided following discussions at the June MSG meeting.

The meeting then adjourned.

Next Steps/Action Items

- Workgroup leads should be prepared to report at to the MSG on its progress at the June MSG meeting.
- The DOI Solicitor will provide a report out to the MSG at the June meeting on the Paperwork Reduction Act
- The Subcommittee will provide current versions of communication materials to the Outreach Materials Workgroup (Jerry Gidner).

Next Meeting

The next conference call will be held Monday, June 16th at 11a.m. Eastern.

Subcommittee Members in Attendance

Debbie Gibbs-Tschudy, DOI/ONRR
Susan Ginsberg, Independent Petroleum Association of America
Greg Gould, DOI Office of Natural Resources Revenue
Amanda Lawson, Walter Energy
Veronika Kohler, National Mining Association
Laurie Sherman, Transparency International
Marina Voskanian, CA State Lands Commission

Invitees

Anita Gonzales-Evans, DOI ONRR Congressional Affairs
Jerold Gidner, DOI

Staff

Rosita Compton Christian, Secretariat
Emily Kennedy, American Petroleum Institute