

Workplan Work Group

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2014

Workplan

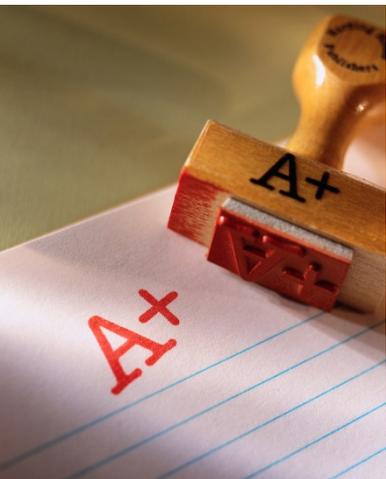


FOR REVIEW
DRAFT
8/1/2014



Why Revise the Workplan?

- 1) The EITI International board requested a more detailed workplan from the USEITI MSG
 - a) Our candidacy application was approved contingent on the fact that we revise our workplan
- 2) The International Board released Guidance on how countries should develop a workplan
 - a) In April of 2014 Guidance note 2: Developing an EITI Workplan was updated providing a significant amount of guidance
- 3) Annual Assessment
 - a) The MSG is required to update and review the workplan annually



This note has been issued by the EITI International Secretariat in association with GIZ. The purpose of the note is to provide guidance to implementing countries on developing a workplan in accordance with the EITI Standard. Readers are advised to refer to the EITI Standard directly, and to contact the International Secretariat to seek further clarification. Contact details can be found at www.eiti.org.

Guidance note 2: Developing an EITI Workplan

1. Summary

The EITI workplan forms the foundation for all EITI activities in implementing countries and ensures that implementation activities are targeted to deliver the results desired by stakeholders. Based on the EITI Standard and discussions about challenges and priorities for the extractive industries, the multi-stakeholder group, in consultation with key stakeholders, should develop a workplan that sets out why the EITI is being implemented and what issues the EITI process will seek to address. The EITI is relevant in different ways as between countries. It can, for example, be implemented to address specific concerns about corruption, lack of trust, to address quality of expenditure issues, to attract foreign direct investment, or simply bring all key data about the sector together in one place.

Requirement 1.4 of the EITI Standard sets out a number of requirements on what the workplan must contain. This note explains requirement 1.4 in more detail, and proposes a five step approach for how a workplan could be elaborated namely: (1) Identify national priorities for the extractive sector; (2) Define objectives for implementation; (3) Agree the activities needed to achieve the objectives; (4) Endorse and publish the workplan; and (5) Monitor and revise. The note draws from experiences gathered thus far, and provides examples and suggestions for further reading.

2. EITI workplan requirements

Requirement 1.4 of the Standard requires that the multi-stakeholder group maintains a current workplan, fully costed and aligned with the EITI reporting and Validation deadlines established by the EITI Board. The workplan must:

- a) Set EITI implementation objectives that are linked to the EITI Principles and reflect national priorities for the extractive industries. The multi-stakeholder group is encouraged to explore innovative approaches to extending EITI implementation to increase the comprehensiveness of EITI reporting and public understanding of revenues, and encourage high standards of transparency and accountability in public life, government operations and in business.
- b) Reflect the results of consultations with key stakeholders, and be endorsed by the multi-stakeholder group.
- c) Include measurable and time bound activities to achieve the agreed objectives. The scope of EITI implementation should be tailored to contribute to the desired outcomes and impact that have been identified during the consultation process. The workplan must:
 - i. assess and outline plans to address any potential capacity constraints in government agencies, companies and civil society that may be an obstacle to effective EITI implementation;



- Background on USEITI
 - Presidential Announcement
 - Stakeholder assessment
 - Formation of the MSG
 - Achieving candidate country status
- Funding & Resource Constraints
 - Annual funding
 - Federal employee resources
- Links to Other Reform Processes
 - Open Government Partnership
 - Dodd-Frank
 - Project Open Data
- Workplan
 - Main goals of 2014
 - Communications goals

2014

Workplan



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- Broken out into 7 Sections:
 - Launch Initiative
 - Apply for EITI Candidacy
 - Establish U.S. EITI National Secretariat
 - Communications, Outreach & Engagement
 - Produce Initial USEITI Report
 - Produce Subsequent Annual USEITI Reports
 - Validate Implementation & Progress of USEITI Program
- Includes objectives and the activities necessary to achieve those objectives.
 - Each activity has an outcome, responsible party, goals, timeline, completion status, funding source (if applicable), and funding amounts
- The workplan has a built in monitoring mechanism
 - Activities are grayed out upon completion

Objective	Activities necessary to meet the Objective	Activity	Outcome	Responsible Party	Completion status, progress, update to date, and other notes	Timeline	Completed	Funding (in \$)				Funding Source	
								FY 2014	FY 2015	FY 2016	FY 2017		
Establish EITI	Establish EITI National Secretariat	Announce Committee	On September 22, 2014, President Obama will announce the formation of the Committee on EITI and the Secretary of the Committee on EITI and the Secretary of the Committee on EITI.	White House	Finalize announcement and release press release	22-Sep-14	X						
		Appoint EITI National Secretariat	The EITI National Secretariat will be established in the Department of State.	White House	Finalize appointment and release press release	22-Sep-14	X						
		Develop EITI National Secretariat	The Department of State will develop the EITI National Secretariat.	DO State	Develop EITI National Secretariat	22-Sep-14	X						
		Initial Secretariat Outreach	On October 21, 2014, the Department of the Interior will hold a meeting with the EITI National Secretariat.	DO Interior	Initial Secretariat Outreach	21-Oct-14	X						
		High level meeting Planning	High level meeting Planning	DO Interior	High level meeting Planning	21-Oct-14	X						
Conduct a National Assessment	Full public participation assessment	Public Outreach & Education	Full public participation assessment	DO Interior	Full public participation assessment	21-Oct-14	X						
		Public Outreach & Education	Full public participation assessment	DO Interior	Full public participation assessment	21-Oct-14	X						
		Public Outreach & Education	Full public participation assessment	DO Interior	Full public participation assessment	21-Oct-14	X						
		Public Outreach & Education	Full public participation assessment	DO Interior	Full public participation assessment	21-Oct-14	X						
		Public Outreach & Education	Full public participation assessment	DO Interior	Full public participation assessment	21-Oct-14	X						
Review the EITI	EITI Report	Public Outreach & Education	Review the EITI Report	DO Interior	Review the EITI Report	21-Oct-14	X						
		Public Outreach & Education	Review the EITI Report	DO Interior	Review the EITI Report	21-Oct-14	X						
		Public Outreach & Education	Review the EITI Report	DO Interior	Review the EITI Report	21-Oct-14	X						
		Public Outreach & Education	Review the EITI Report	DO Interior	Review the EITI Report	21-Oct-14	X						
		Public Outreach & Education	Review the EITI Report	DO Interior	Review the EITI Report	21-Oct-14	X						

* For ADS Review Approval at the September Meeting

