



The United States Extractive Industries
Transparency Initiative

Communications Subcommittee Company Communication Plan

March 8, 2016

Schedule of Activities

From the point of view of reporting companies, these are the touchpoints with USEITI leading up to the reporting period:

	Feb	Mar	April	May
From ONRR / Government	 Thank you letter to 2015 reporting companies CEOs & contacts	3/22 & 3/24 Revenue & tax webinars for contacts 		
From Independent Administrator		 3/9 Webinar invitation & email reporting packet to contacts	 4/15 Webinar follow-up email to contacts	 5/1 Email reminder for start of the reporting period asking companies if they plan to report to contacts
From Industry Sector	2/24 – 2/25 Conversations at EITI Conference amongst attendees 			
		3/8 – 3/9 MSG Meeting		4/30 Start of Reporting Period

Agendas for Webinars

The following are the planned agendas for both webinars:

Revenue Webinar

3/22, Houston, 10:00 – 12:00

3/24, Denver, 2:00 – 4:00

Agenda Item	Lead
Introductions	Deloitte & ONRR
USEITI Background & Overview (2015 results)	Deloitte
Reporting Process Overview (timeline and materials)	Deloitte, ONRR, BLM, OSMRE, & IRS
Reconciliation Process Overview	Deloitte
IA Contact Information	Deloitte
Q&A	All

Taxes Webinar

3/22, Houston, 2:00 – 4:00

3/24, Denver, 10:00 – 12:00

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Q&A	All