



Trinidad and Tobago EITI Annual Activity Report 2014

Under the New EITI Standard (Requirement 7.2.a), the Trinidad and Tobago Extractive Industries Transparency Initiative (TTEITI) Multi-Stakeholder Group Steering Committee (MSGSC) is tasked with publishing an Annual Activity Report. The purpose of the annual activity report is to communicate efforts undertaken during the year to meet and/or maintain compliance with the EITI Requirements, including progress in achieving the objectives set out in the Workplan and to document the impact of the EITI. The TTEITI MSGSC is pleased to produce its second Annual Activity Report 2014.



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INTRODUCTION

The EITI is a global Standard to promote open and accountable management of natural resources. It achieves this by fostering transparency and accountability by companies and governments involved in the extractive industries (i.e. oil, gas and mining) by disclosing to citizens the total payments made by companies to government, independently reconciled with government's declared receipts.

The Trinidad and Tobago MSGSC is mandated by the Cabinet of the Government of the Republic of Trinidad and Tobago (GORTT) to oversee EITI implementation. The MSGSC is a multi-stakeholder committee of 19 members comprising government (6), companies (6) and civil society (6), and Chairman Victor A. Hart, a national transparency advocate. Cabinet has mandated the Ministry of Energy and Energy Affairs (MEEA) to provide the MSGSC with 'general administrative support and the annual funding for the estimated costs of operating the EITI'. The initiative is seen as an exemplar of tripartite cooperation between stakeholders working together in the best interest of the country.

1.0 GENERAL ASSESSMENT OF YEAR'S PERFORMANCE

In leading Trinidad and Tobago on its journey to Compliant Country status, achieved in January 2015, the MSGSC recorded significant achievements and overcame several challenges in 2014. The twin challenge of publishing the second EITI Report and completing the validation exercise placed considerable strain on the MSGSC and its administrative office, the TTEITI Secretariat.

The Secretariat saw major staff changes in 2014. Ms. Gisela Granado, Policy Analyst, resigned to take up an appointment as Country Officer at the EITI International Secretariat in Oslo, Norway. The first Head of the Secretariat, Mark Regis, was succeeded by Interim Head Melanie Richards for nine months until a new Head, Sherwin Long, assumed duties in early December. Support staff was recruited in the persons of Ms. Vanita Redoy (Policy Analyst) and Garik Joseph (Project Officer).

The EITI Report 2012 was published on 29 September 2014. The validation exercise, started by International Petroleum Associates Norway (IPAN) in 2013, continued in 2014 to evaluate Trinidad and Tobago's EITI implementation processes as the final step towards achievement of Compliant Country status.

Other significant actions taken by the MSGSC during the year included the following:

- ✓ Continued its public outreach programme by conducting numerous capacity-building training and information-sharing workshops throughout Trinidad and Tobago to prepare the three stakeholder groups to better understand and play their respective roles in the EITI implementation. The MSGSC also executed a mass media public sensitization campaign using both the traditional media (radio, television and press) and social media (Facebook, twitter and TTEITI App).

- ✓ Released the EITI Reports on a mobile application for Android, IOS and Blackberry mobile devices to make the EITI Reports more accessible, at <http://www.tteiti.org.tt/report-data-reconciliations/>.
- ✓ Hosted Trinidad and Tobago's first Contract Transparency workshop as part of the Trinidad and Tobago Energy Conference 2014 with Feature Address by international expert Dr. Susan Maples.
- ✓ Hosted a 6-day CSO Training Course, under its MOU with the University of the West Indies (UWI), facilitated by lecturers from UWI, Pontifical Catholic University of Peru and TTEITI Team. The course, entitled 'Understanding the extractive industries in Latin America and the Caribbean', was attended by CSO representatives and government actors from Trinidad and Tobago, Guyana, Jamaica and Suriname.
- ✓ Collaborated with a Publish What You Pay (PWYP) team that visited T&T for joint activities with UWI and the MSGSC.
- ✓ Hosted a Plenary Session on 'Status of Transparency Initiatives in Trinidad and Tobago' at University of the West Indies/bpTT Revenue Reporting Conference.
- ✓ Presented 'EITI and the Environment. What's the connection?' at the University of Trinidad and Tobago and The Cropper Foundation's event 'A Research Showcase on the Extractive Industries'.
- ✓ Represented by Interim Head Melanie Richards at the 29th EITI Board Meeting and associated events in Mexico City. She made a presentation entitled 'The impact of the EITI on governance in the extractive industries'.

2.0 PERFORMANCE AGAINST TARGETS AND ACTIVITIES IN WORKPLAN

The MSGSC detailed its planned activities for 2014 in its updated Implementation Workplan, focusing on gaining EITI Compliant Country status, publishing new EITI Reports, engaging the general public on the benefits of the EITI and embedding the EITI in the country's legal and institutional framework.

During the validation process, an application by the MSGSC was made to the EITI Board requesting an extension of Trinidad and Tobago's Validation deadline to 28 February 2014. The EITI Board gave T&T until 1 May 2015 to complete four remedial actions. These actions were centered on agreeing a clearer definition of "material payments and revenues" and identifying all companies that have made material payments plus ensuring all companies making material payments participate in the reporting process. By the end of 2014, the EITI Board was satisfied that sufficient corrective action was taken on these four steps and the granting of Compliant Country status was expected early in 2015.

The other main milestone in the Workplan was achieved by the publication of EITI Report 2012 and its wide dissemination among the general public, the energy and non-energy sectors and civil society. The

target to produce a joint report for fiscal years 2012 and 2013 was revised to one for fiscal year 2012 only due to capacity and time constraints.

During 2014, the MSGSC continued to identify and secure sustainable sources of finance for EITI implementation by engaging with donors such as the IADB, the EU, the World Bank and Canadian and British High Commissions.

Outstanding Workplan items at the end of 2014 included engagement with the mining sector, the upgrade of the TTEITI website and implementing a Beneficial Ownership Pilot Project.

3.0 PERFORMANCE AGAINST EITI REQUIREMENTS

Trinidad and Tobago was admitted to membership as an EITI Candidate Country on March 1, 2011 and by 2014 was well on its way to attaining EITI Compliant Country status. The country underwent an independent rigorous validation exercise of its EITI implementation to verify that the twenty (20) EITI Requirements had been met.

By the end of 2014, Trinidad and Tobago had undergone its Validation Test and the Final Validation Report completed. The Report, which contains an independent assessment of Trinidad and Tobago's EITI performance against the EITI Requirements, is posted on the TTEITI's Website: <http://www.tteiti.org.tt/wp-content/uploads/downloads/2014/06/TTEITI-Validation-Report.pdf>. It should be noted that the MSGSC took the corrective steps of agreeing on a clearer definition of "material payments and revenues" and identifying all companies that made material payments as well as ensuring all companies making material payments participate in the reporting process.

4.0 MSGSC'S RESPONSE TO EITI REPORT RECOMMENDATIONS

In the EITI Report 2012, Section 8, the Administrator noted areas where improvements could be made to the conduct and scope of future reconciliation exercises, the level of oversight by the MSGSC over the EITI process and the extent of the coverage of the EITI in Trinidad and Tobago. In 2014, the MSGSC's Technical Sub-Committee reviewed the Administrator's recommendations and made proposals for corrective action that were adopted by the MSGSC (see Appendix I).

5.0 STRENGTHS AND WEAKNESSES IDENTIFIED IN THE EITI PROCESS

In 2014, the MSGSC has continued to exhibit its willingness to 'think outside of the box', embrace creativity and be innovative in its approach to EITI implementation. The descriptions of these innovations can be reviewed in Appendix II. In summary, the innovations included the following:

- ✓ Adoption of a vision to be the EITI Champion for the Caribbean Region and to seek ways and means to spread the EITI message to other countries in the hope of recruiting new members to the EITI movement. The Secretariat successfully applied for a UK Prosperity Fund grant to

undertake a project which will aim to further introduce the EITI to other natural resource rich countries in the region, namely Jamaica, Guyana and Suriname;

- ✓ Development of effective strategies for capacity building among stakeholders through a targeted communication campaign and a series of outreach events;
- ✓ Continued support of a Youth Advisory Committee (YAC) to promote the EITI among young people; and
- ✓ Production and dissemination of EITI Report 2012.

Trinidad and Tobago's second EITI Report 2012 was published on September 29, 2014, and adhered to the EITI Standard Requirements, including a wealth of contextual information on the energy sector and disaggregated reporting. The report was widely disseminated to a diverse group of stakeholders from civil society, industry, Government and the wider general public.

The weaknesses of EITI implementation in Trinidad and Tobago again centered around legal, technical and administrative challenges that threatened to derail the process, less so than in 2013 but nonetheless still a cause for some concern. The main challenge in 2014 was the balancing act between publishing the EITI Report 2012 as well as ensuring all corrective actions recommended in the validation exercise were implemented.

Other delays were caused by the fact that most of the Secretariat's initiatives had to be facilitated by government agencies outside the control of the MSGSC and that delayed the accessing of funds and the contracting of services. The staff changes in the Secretariat also disrupted momentum and caused delay in implementation of some projects including the Beneficial Ownership Pilot Project.

In 2014, initial steps were taken to engage the mining sector. The absence of the mining sector involvement in the EITI was a major weakness identified at the outset of EITI implementation in T&T. The mining sector was deemed to be unprepared to meaningfully participate in any reconciliation exercise because the companies engaged in mining were numerous, small and unregulated entities that did not keep financial records audited to international standards. Some companies are also operating illegally. The MSGSC recognized the need for major capacity building efforts in the mining sector before the main companies would be ready to participate in the reporting process and talks with Australia, Canada and the UK, through their local High Commissioners, proved fruitful. The Canadian High Commission agreed to provide financial and technical support for the TTEITI's first engagement with the mining sector which resulted in a planned workshop facilitated by sustainable mining expert Dr. Tony Andrews to be held in early 2015.

In 2013, in recognition of the vulnerability of the EITI to changes in political persuasion and will, the MSGSC successfully completed the drafting of an EITI Bill that was intended to be considered by the Ministry of Energy and Energy Affairs and Cabinet for Parliamentary debate and enactment before the end of 2014. However, that deadline was missed and, with the scheduled intervention of national elections in the second half of 2015, the EITI Bill is unlikely to get to Parliament before the first quarter of 2016. The EITI Act will ensure the long-term sustainability of EITI implementation in T&T even with a change in Government. The Act will require members of the MSGSC to be appointed by the President of the Republic and not the Cabinet. This will provide the opportunity for the composition of the

membership to be revisited and the nominations to be made to the President by the stakeholder groups themselves. The MSGSC also started engaging with the Parliament of Trinidad and Tobago in 2014 to highlight the importance of the EITI in helping MPs discharge their duties. Preliminary discussions were held with the Speaker of the House of Representatives and the President of the Senate. In November, MSGSC Chair addressed a group of Parliamentarians from both Houses of Parliament to introduce the EITI. Plans are in place for a meeting of the MSGSC and the Secretariat with members of the Parliamentary Joint Select Committee on Energy Affairs in early 2015.

6.0 TOTAL COST OF IMPLEMENTATION

The overall budget for the implementation of EITI over the period from Government's reaffirmation of its commitment to the EITI in September 2010 to achieving Compliant Country status was estimated at TT\$10 million (US\$1.6 million). Notwithstanding Cabinet's directive to the Ministry Of Energy and Energy Affairs to meet the cost of EITI implementation, the MSGSC did not consider it prudent to be wholly dependent on government financing and very early decided to seek partial funding from international donors. Discussions were initiated in Port of Spain with the World Bank in December 2010 and with the Inter-American Development Bank in February 2011 that led to the MSGSC Chair's visit to their offices in Washington DC in June 2011 to discuss funding. Discussions on funding were also initiated in 2011 with the EU Delegation in Port of Spain. As a result of those initiatives, funding to date has come from direct funding from the Government and a mix of budget-support grants and technical assistance from the World Bank, Inter-American Development Bank and the European Union. Some project funding was also obtained from locally based Diplomatic Missions (UK, Canada and Germany) and energy companies.

In 2014, funding from the World Bank's Multi-Donor Trust Fund continued until the grant period ended on 30 September. From September 10-12, World Bank's Senior Procurement Specialist, Yingwei Wu, visited the Secretariat to conduct a post-review of the procurement of all services funded by the grant. The Secretariat was found to have carried out procurement activities in compliance with arrangements under the project financing agreement.

Funding in the sum of US\$31,000 was provided by the Inter-American Development Bank under its regional programme *RGX-1129 for Strengthening Governance in the Extractive Industries of Latin America and the Caribbean*, for the preparation of contextual information for the EITI Report 2012 and a scoping study on Trinidad and Tobago's mining sector.

The MSGSC also received a commitment of €800,000 from the European Union in support of Trinidad and Tobago's achievement of EITI Compliant Country status and for raising awareness of environmental issues related to the extractive industries. The total expenditure in 2014 for all TTEITI activities, including the publication of Trinidad and Tobago's EITI Report 2012 and its dissemination, was approximately TT\$2 million.

7.0 DISCUSSION OF REPORT CONTENT BEYOND THE MSGSC

In 2014, the MSGSC continued to engage in activities to increase the awareness of the EITI process within its main stakeholder groups: civil society, the public, the public sector and the energy sector. Those outreach sessions generally focused on the findings of the EITI Reports and ways in which the data could be used by civil society to promote and advocate for better transparency and accountability.

The MSGSC conducted and participated in three major conferences. In February 2014, the MSGSC partnered with the University of the West Indies, the World Bank and the IDB to conduct a regional workshop on “Understanding the Extractive Industries in Latin America and the Caribbean”. Presentations were made by members of the Pontifical Catholic University of Peru (PCUP), the Revenue Watch Institute (Natural Resource Governance Institute), the University of the West Indies and MSGSC on different aspects of the extractive industries and EITI implementation. Participants included members of civil society organisations from Trinidad and Tobago, Guyana and Suriname as well as staff from local academic institutions.

Every year Trinidad and Tobago hosts a regional Energy Conference that attracts participants from the most prominent regional energy companies. In order to spread the word about the benefits of the EITI and to provide more information on the importance of contract transparency in the energy sector, given the increased national interest on the topic; the MSGSC hosted Trinidad and Tobago’s first workshop on contract transparency as part of the Trinidad and Tobago Energy Conference 2014. Dr. Susan Maples, an international expert, delivered the feature address which was well received by all attendees.

The University of the West Indies, together with bpTT conducted a conference entitled “Creating a Culture of Transparency: Revenue Reporting”. The MSGSC hosted a plenary session, the theme of which was “The Status of Transparency Initiatives in Trinidad and Tobago”. Topics discussed included the expected challenges to expanding EITI coverage in Trinidad and Tobago and the EITI in a participatory democracy and sustainable natural resource management.

Also hosting a plenary session were members of Publish What You Pay, including its International Director Ms. Marinke van Riet. The MSGSC organized a workshop with national CSOs and the contingent from Publish What you Pay. The MSGSC also arranged a community visit to Mayaro, a fenceline community, to engage the residents in discussions about the EITI.

The Youth Advisory Committee remained active in 2014, meeting on a regular basis to discuss ways to engage the nation’s youths. The Secretariat partnered with the University of Trinidad and Tobago and the Cropper Foundation to conduct its last Roadshow on EITI Report 2011 in June 2014. The outreach session targeted the environmental students of the university and discussions were held on using the EITI Report as a mechanism to promote transparency within the national environmental sector. Students were excited to learn more about the EITI and, as in many of the outreach sessions that were held previously, asked for the mining sector to be included in future reports.

After the publication of EITI Report 2012, the MSGSC conducted its first Roadshow with the business sector, comparing the findings of the two EITI Reports. EITI Report 2011 was prepared in accordance

with the 2011 EITI Rules, whereas EITI Report 2012 complied with the 2013 EITI Standard. Participants were very interested in the changes brought about by reporting according to the EITI Standard and were pleased with the disclosure of additional revenue streams such as social payments.

8.0 MSGSC MEMBERSHIP DETAILS

Since the establishment of the MSGSC in December 2010, it has held monthly meetings to advance its EITI implementation plans. (See Appendix 3 for details of MSGSC membership and Appendix 4 for meetings attendance record).

9.0 APPROVAL

The Annual Activity Report 2014 was approved by TTEITI MSGSC at its 56th Meeting on 18 June 2015.

Submitted by Victor A Hart,
Chair, TTEITI MSG Steering Committee,
30 June 2015.



T&T ANNUAL ACTIVITY REPORT 2014: APPENDIX 1

STEERING COMMITTEE AND ADMINISTRATOR'S RECOMMENDATIONS IN EITI REPORT 2011

ADMINISTRATOR'S RECOMMENDATIONS	STEERING COMMITTEE'S RESPONSE
8.1.1 TTEITI Steering Committee (SC) should take steps to ensure that in future all entities fully report production information.	Companies and the Ministry of Energy and Energy Affairs (MEEA) were asked for production information for T&T's EITI Report 2012. The EITI Report 2013 will provide a link to the production data bulletin on the MEEA website.
8.1.2. The SC should engage with companies which failed to report to confirm whether they meet the criteria for inclusion in the reconciliation. Government should take action to ensure that in future they submit the required reports in line with EITI Requirements on inclusion of all companies making material payments.	The SC will request that the MEEA update the Company/License/Contract register on a fiscal year basis to coincide with the EITI reporting requirements.
8.1.3. The scope of the 2011/2012 reconciliation should be examined prior to commencement of reconciliation in order to confirm that all material flows to Government are captured and that all relevant entities making material payments are included. Appropriate definitions of materiality and materiality thresholds should be determined by the SC.	In 2014, the Technical Subcommittee agreed on a materiality definition and threshold which was approved by the SC.
8.1.4.1 The SC should consider obtaining a confirmation letter from the companies' external auditor that confirms that the information submitted is comprehensive and consistent with their audited financial statements, with such a procedure phased in so that the confirmation letter may be integrated into the auditor's usual work programme	Companies will be strongly encouraged to give consideration to having their branches' accounts audited individually. Currently companies have their accounts audited in a calendar year basis. There are no laws that require branches to have local statutory audits, however, the Technical Subcommittee agreed that such a requirement should be included in the upcoming EITI legislation and attempts should be made to amend the Companies Act.
8.1.4.2 Government should review the audit practices applied to the accounts of the MEEA and Ministry of Finance and the Economy (MOFE) and ensure that the Auditor General carries out appropriate audit work on the MOFE-IRD and other relevant government agencies.	The SC Chair wrote to MOFE informing of requirements to have Government records audited to international standards. MOFE responded assuring that the Auditor General's department was in the process of revising its approaches to conform with the International Standard of Supreme Audit Institutions (ISSAIs) and that a new financial audit manual was expected to be completed in 2014 with full-stage implementation by 2015.

8.1.5. Profit share paid to the Government should be identified in the report by each party to a PSC and the report should include the quantum and timing of settlements between MEEA and MOFE-IRD for each party to the PSC.	The Technical Subcommittee agreed that PSC Tax settlement reporting will not be reported in future EITI reports and this was confirmed by the SC.
8.1.6. MEEA should introduce appropriate computerized systems to record and control information relating to the production and finances from the oil and gas sector	TTEITI Secretariat met with representatives of World Bank to discuss the possibility of the World Bank financing this computerization and the MEEA will decide on next steps.
8.1.7. Participants should use the full legal names of companies for purposes of reporting and proper identification of liabilities and allocation of payments.	Participants were asked to include this information when completing their templates.
8.1.8. A proposed timescale for inclusion of the mining sector in TTEITI reconciliation should be included in the SC Workplan and made public.	SC included in 2014-2016 Workplan the intention of including the mining sector in the 2013 report. However, the SC decided that there was need for additional capacity building within the sector. Capacity building workshops began in 2015.
8.1.10. The SC should gain a fuller understanding of in-kind flows so that they can be explained to participants in the reconciliation and reported appropriately.	The SC is to enhance training on this issue during the Reporting Template Workshops delivered by the Administrator.
8.1.11. The SC should take a lead in improving the accuracy of reporting to and by MEEA	The SC is to enhance training in this aspect during the Reporting Template Workshops delivered by the Administrator.
8.1.12. MEEA should examine its systems for monitoring PSC obligations to ensure that it is in a position to fulfill its responsibilities.	This matter is to be discussed with MEEA to determine a procedure which is acceptable to both parties.
8.1.13. The SC should determine the treatment it wishes to adopt for interest and penalty payments in the future and require entities to report in the required format.	TSC agreed that all payments of interest and penalties should be reported to the Board of Inland Revenue but these payments will not be disaggregated. The reporting templates now include a field for reporting these payments.
8.1.14. The SC should reconsider the \$1million limit for reporting of individual social payments.	The SC removed the payment threshold to allow companies to report all social expenditure in aggregate form and will ensure that social expenditure continues to be reported. The SC defined social expenditure as the provision by public and private extractive sector and related companies of benefits to, and financial contributions targeted at, communities, civil society organizations, households and individuals. Such benefits can be cash transfers or direct (in-kind) provision of goods and services but shall exclude advertising and/or promotional costs related to the expenditure
8.1.15. The Government should ensure the	Head of TTEITI Secretariat sent a letter to

Petroleum Pricing Committee meets regularly as required.	Permanent Secretary of the Ministry of Energy and Energy Affairs requesting to be informed of the meeting dates and times of the Petroleum Pricing Committee.
8.1.16. The SC should establish the manner in which gas sale arrangements should operate and ensure that there is an appropriate framework for covering these arrangements.	The National Gas Company of Trinidad and Tobago signaled their intentions to address this issue with the technical sub-committee.
8.1.17. A list of license holders should be published on the MEEA website and regularly updated.	The list of license holders was updated and published on the MEEA website

STEERING COMMITTEE AND ADMINISTRATOR'S RECOMMENDATIONS IN EITI REPORT 2012

ADMINISTRATOR'S RECOMMENDATIONS	STEERING COMMITTEE'S RESPONSE
8.1.1. MOU should be replaced by a more permanent mechanism.	TTEITI Legislation has been drafted, sent to MEEA Legal Services Unit for their review. Until this is enacted, another MOU will be signed by all relevant parties.
8.1.2. Government should ensure that the SC is provided by its agencies with all the information necessary for the materiality determination prior to commencement of 2012/13 reconciliation	SC continued to impress upon government agencies the importance of providing information in a timely manner. The government agencies complied and, as a result, the Secretariat was able to complete the materiality determination more quickly
8.1.3. The SC should take all necessary action to remain informed on meetings of the Petroleum Pricing Committee.	Head of TTEITI Secretariat sent a letter to Permanent Secretary of the Ministry of Energy and Energy Affairs requesting to be informed of the meeting dates and agenda of the Petroleum Pricing Committee.
8.1.4. The Process used by the MEEA for compiling and publishing production figures should be reviewed to ensure it is robust and produces reliable figures.	Both the Ministry and companies will be reminded to ensure that production figures are included in the next report, using the petroleum impost as a guide.
8.1.5. The process for selection of companies for inclusion in future reconciliations should include a review of changes of ownership and/or activity during or subsequent to the reconciliation period.	The SC did a comprehensive review of the materiality decision as one of the corrective actions for validation. All changes were identified and companies were correctly reported.
8.1.6.1 The SC should remain informed on the progress being made in the Auditor General's office and inform the Auditor General in good time of the requirements for assurance for future reports.	SC Chair wrote to MOFE informing of requirement to have Government records audited to international standards. MOFE responded assuring that the Auditor General's department was in the process of revising its approaches to conform with the International Standard of Supreme Audit Institutions

	(ISSAIs) and that a new financial audit manual was expected to be completed in 2014 with full-stage implementation by 2015.
8.1.6.2 The SC should consider obtaining a confirmation letter from the companies' external auditor that confirms that the information submitted is comprehensive and consistent with their audited financial statements, with such a procedure phased in so that the confirmation letter may be integrated into the auditor's usual work programme.	Companies will be strongly encouraged to give consideration to having their branches' accounts audited individually. Currently companies have their accounts audited on a calendar year basis. There are no laws that require branches to have local statutory audits; however, the Technical Subcommittee agreed that such a requirement should be included in the upcoming EITI legislation and attempts should be made to amend the Companies Act.
8.1.7. Government and companies should be required to disclose all material receipts/payments relating to extractive operations in Trinidad and Tobago, whether made by companies registered for business in Trinidad and Tobago or not.	The SC agreed that this should be done. During the final stages of validation, a comprehensive review of all companies making material payments was conducted and in instances where a foreign registered company paid on behalf of its local subsidiary the payment was captured.
8.1.8. The SC should consult with companies as appropriate, so that preparations can be made to begin project level reporting.	The TSC agreed to define a "project" in this context as the legal entity that frames the licensed area under production. Reporting by project, therefore, in the T&T context should be defined as reporting by legal entity.
8.1.9. The scope of the TTEITI reconciliation should include a reconciliation of amounts paid by MEEA to MOFE-IRD with receipts declared by IRD for payments due from PSC contractors.	SC agreed not to reconcile these payments.
8.1.10. The MEEA should introduce appropriate computerized systems to record and control information relating to the production and finances from the oil and gas sector	TTEITI Secretariat met with representatives of World Bank to discuss the possibility of the World Bank financing this computerization and is awaiting Ministry of Energy and Energy Affairs feedback.
8.1.11. Entities should be required to report under the headings set out on the templates approved by the SC.	During the Administrator's training in completing templates, companies will be asked to ensure that all payments are reported under the correct headings.
8.1.12. License information published on the MEEA website should be updated regularly and contain as a minimum all the data required by the EITI Standard.	SC requested that the MEEA publish license information. In response, the MEEA stated that this information is already public and will be updated regularly.
8.1.13. The SC should consider including transportation tariffs as a reconciled flow.	The TSC decided not to include transportation tariffs as a reconciled flow seeing that these tariffs are not paid to the government and is a commercial agreement between NGC Pipeline

	Company and operator companies for use of the company's pipelines. Currently the NGC Pipeline Company reports on all of its revenue payments in the EITI Report.
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T&T ANNUAL ACTIVITY REPORT 2014: APPENDIX 2

TTEITI Vision in Action

Trinidad and Tobago, since becoming a member of the EITI, has championed the cause of promoting EITI adoption and implementation in neighbouring countries. To this end, TTEITI has hosted capacity-building workshops and participated in the 2012 and 2013 regional EITI Conferences as well as the 2013 EITI Global Conference.

In 2014 the TTEITI Steering Committee showed continued progress, and, given the increased national interest in and recognition of the importance of contract transparency, Trinidad and Tobago hosted its first Contract Transparency Workshop as part of the Energy Chamber's annual Energy Conference, on the heels of publication of the first TTEITI Report. The workshop was delivered by independent oil and gas consultant, Dr. Susan Maples.

2014 also saw the hosting by the TTEITI Steering Committee of a six-day Civil Society Organisation training course at the University of the West Indies, facilitated by lecturers from UWI, Pontifical Catholic University of Peru, Revenue Watch Institute and the TTEITI team. The course was titled "Understanding the Extractive Industries in Latin America and the Caribbean" and was attended by representatives of Government and Civil Society Organisations from Trinidad and Tobago, Guyana, Suriname and Jamaica.

TTEITI Steering Committee Chairman Victor Hart chaired a plenary session entitled "Status of Transparency Initiatives in Trinidad and Tobago" at a Revenue Reporting Conference held jointly by the University of the West Indies and bpTT. This session was attended primarily by representatives of local civil society organisations, who were extremely vocal on the issue of transparency.

Victor Hart, chairman of the Steering Committee presented at the Tobago Economic and Business Outlook Conference 2014 on the energy sector's role in Tobago's development.

In addition to conducting roadshows and presenting at various conferences, Victor Hart appeared on morning talk shows on local television stations (CNC3, TV6 and CNMG) and on Heritage Radio (a popular local radio station) to highlight the work conducted by the Steering Committee and to make citizens aware of how the information found in the EITI Reports could be used to influence local reform.

TTEITI Innovations 2014

In January 2014, Trinidad and Tobago became the only EITI Country to release a mobile application that makes EITI reports viewable and searchable via mobile telephones and tablets. The application is available on the iOS, Android and BlackBerry platforms and its purpose is to broaden the audience for the dissemination of EITI Reports.

In December 2014, the TTEITI Secretariat commenced an application for funding under the British Government's Prosperity Fund to undertake a project which will aim to introduce the EITI to other natural resource rich countries in the region, namely Jamaica, Guyana and Suriname. The project will involve capacity building workshops, a regional symposium a regional communications campaign, all

aimed at promoting transparency, accountability and improved revenue management in the extractive industries. The target audience will comprise parliamentarians, civil society, media and extractive industry representatives in these countries. The project will commence in June 2015.

T&T ANNUAL ACTIVITY REPORT 2014: APPENDIX 3

Multi-Stakeholder Group Steering Committee Principal Members

	GOVERNMENT AGENCY	REPRESENTATIVE AS AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
1	Board Of Inland Revenue	Nayak Ramdahin	Commissioner		
2	Ministry Of Energy And Energy Affairs	Enid Donawa	Senior Energy Analyst	Randy Maurice	Senior Energy Analyst (Ag)
3	Ministry Of Finance And The Economy	Melissa Ramkumarsingh	Policy Analyst	Enid Zephrine	Executive Director, Investment/Divestment
4	National Gas Company Of T&T	Rebecca Ramdhanie	Manager	Clare Gomez-Miller	Manager, Internal Audit
5	National Quarries Company Limited	Nigel Mahabir	CEO	Bevon Cook	CEO
6	Petroleum Company Of T&T	Aneitha Bruneau	Manager		
	PRIVATE COMPANY	REPRESENTATIVE AS AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
7	BG T&T	Uche Ogbue	Attorney-at-Law	Natasha Spencer-Edwards	Lead Compliance Advisor
8	BHP Billiton	Carla Noel- Mendez	Manager		
9	BpTT	Deborah Ragoonath-Rajkumar	Tax Manager		
10	EOG Resources	Jerome Lopez	Manager		
	CIVIL SOCIETY ORGANIZATION	REPRESENTATIVE AS AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
11	Energy Chamber of T&T	Thackwray Driver	Chief Executive Officer	Ariane Moonsie	Research Specialist
12	Fishermen And Friends Of The Sea	Gary Aboud	Secretary		
13	Oilfield Workers' Trade Union	Ozzi Warwick	Chief Education & Research Officer	Rosa-Mae Whittier	Education and Research Officer
14	T&T Chamber Of Industry & Commerce	Melanie Richards	Chair, CSR Committee	Marc Cheng Wing	Member
15	T&T Transparency Institute	Debbie Mohammed	Member		
16	The Cropper Foundation	Mark Thomas	CEO		
17	The National Youth Council Of T&T	Ian Haywood	Chairman		
18	The Network Of NGOs For The Advancement Of Women	Arlene Ross	Member	Renuka Kangal	Member

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Multi-Stakeholder Group Steering Committee Alternate Members

	GOVERNMENT AGENCY	REPRESENTATIVE AS AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
1	Board Of Inland Revenue	Mary Allison Raphael	Commissioner	Sabita Lall	Assistant Commissioner
2	Ministry Of Energy And Energy Affairs	Arlena Maynard	Planning Officer I		
3	Ministry Of Finance And The Economy	Neil Heath	Research Officer II	Kathy Ann Holder	Senior Research Officer
4	National Gas Company Of T&T				
5	National Quarries Company Limited	Wilma Owen	Company Secretary	Lyndon Ramoutar	Operations Manager
6	Petroleum Company Of T&T	Mitra Attai	Head Methods and Procedures		
	PRIVATE COMPANY	REPRESENTATIVE AS AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
7	BG T&T	Kahlil Mohammed	Principal Accountant		
8	BHP Billiton	Kristy Quintal	Communications Advisor		
9	BpTT	Natalie Aimes	Senior Manager		
10	EOG Resources	Lisa Steele-Pujadas	Public Relations Coordinator		
	CIVIL SOCIETY ORGANIZATION	REPRESENTATIVE AT JAN 1 2014	POSITION	CHANGE AS AT DEC 31 2014	POSITION
11	Energy Chamber of T&T	Behzah Hassanali	Business Analyst, Petrotrin		
12	Fishermen And Friends Of The Sea	Cathal Healy-Singh	Member		
13	Oilfield Workers' Trade Union	Ernesto Kesar	Trinmar Branch President		
14	T&T Transparency Institute				
15	The Cropper Foundation				
16	The National Youth Council Of T&T	Usha Ramlakhan	Junior Accountant		
17	The Network Of NGOs For The Advancement Of Women				
18	T&T Chamber Of Industry & Commerce				