




**CHAMPAGNE HISTORY | MAUBY REALITY  
ADJUSTING TO THE NEW NORMAL**

Trinidad & Tobago Extractive Industries Transparency Initiative

**Annual Activity Report  
2017**



This report documents the programmes undertaken by the Trinidad and Tobago Extractive Industries Transparency Initiative (TTEITI) Multi-Stakeholder Group Steering Committee and Secretariat during 2017 to meet and/or maintain compliance with the EITI Standard 2016 Requirements. It includes progress in achieving the objectives set out in the TTEITI Workplan and documents the impact of the EITI on natural resource governance in Trinidad and Tobago.

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## 1.0 EXECUTIVE SUMMARY

In 2017, Trinidad and Tobago's economic performance continued to falter, spurred by the prolonged decline in energy commodity prices and decreasing oil and gas production. Given these trying economic times, the EITI's mandate to provide citizens with trustworthy data on the extractive sectors was of paramount importance. The Multi-Stakeholder Group Steering Committee (MSGSC) focused its attention on strengthening its own internal policies by developing a Strategic Plan, a Civil Society Engagement Strategy, as well as signing a new MOU with EITI entities to reaffirm stakeholder commitment to the EITI. The MSGSC also undertook a baseline assessment to gauge perceptions of the EITI among civil society groups, fenceline community residents and other key stakeholders.

In 2017, the MSGSC realized a strategic rethink was necessary in order to make EITI implementation more relevant and to increase awareness of the initiative especially among civil society groups. The TTEITI MSGSC's Strategic Plan includes goals to ensure that the EITI is embedded into the country's institutional, legal and regulatory framework while promoting innovation and raising awareness, and understanding of key extractive sector issues. Importantly, the plan explored a situational analysis of the problems that challenge EITI implementation as well as activities to mitigate them. In addition, the Civil Society Engagement Strategy addressed ways to increase civil society understanding and awareness of the EITI reports as well as to change attitudes and to empower civil society to be change agents.

Despite this emphasis on internal strategies, the MSGSC did not shirk its role as an EITI ambassador. The MSGSC has always seen itself as an EITI Champion by highlighting the benefits of EITI implementation within the CARICOM and Latin American region. The United Kingdom Foreign and Commonwealth Office recognized the MSGSCs outward looking approach and willingness to serve as EITI ambassadors for the second time when the MSGSC's outreach activities were funded through the UK's FCO's Prosperity Fund. Similar to 2016, in 2017, several capacity-building workshops were held in Barbados (September 2017) and in Jamaica (December 2017) to promote best practice in natural resources management. Representatives of Government, civil society and extractive companies were engaged on EITI implementation and other key extractive sectors issues. These regional outreach efforts were fruitful, as both Suriname and Guyana were officially welcomed to the EITI fraternity in 2017 as EITI implementing countries.

The MSGSC did not publish an EITI Report in 2017; however, Government, extractive companies and civil society to ensure EITI implementation continued, signed a new MOU. This reaffirmation of commitment to the EITI process, as well as, the development of strategic plans and baseline assessments, can only serve the MSGSC's aims and objectives in good stead.

In 2018, the MSGSC is committed to revising its Workplan, undertaking the necessary reforms to the country's audit and assurance, data management and revenue collection systems, as well as, ensuring mainstreaming of the EITI into Government's policies and procedures.

## **2.0 GENERAL ASSESSMENT OF YEAR'S PERFORMANCE**

The year 2017, was a year of transition for the EITI in Trinidad and Tobago. For the first time, the country did not produce an EITI Report within a calendar year. However, the T&T EITI Report Summary 2016-2017 themed '*Champagne History/ Mauby Reality: Adjusting to the New Normal*) was effective in providing the public with an understanding of the current economic reality and its impact on the extractive sectors. It also encouraged discussions on the role of collaboration among the different stakeholders in solving existing challenges. Based on the TTEITI Secretariat's social media and website analytics, the Report was well received and it signposts a change in the approach to public engagement and outreach to one that is more organic and relatable.

In 2017, the MSGSC also placed emphasis on its internal approach to EITI implementation by developing a new Strategic Plan, a Civil Society Engagement Strategy and by conducting a baseline assessment to gauge public awareness and perceptions of the EITI. The MSGSC continued to serve as a CARICOM EITI Champion by providing mentorship and guidance to countries throughout the region interested in joining the initiative.

The MSGSC introduced several innovations such as environmental reporting, an online data portal and an electronic reporting platform in 2017. As it relates to environmental reporting, the TTEITI Secretariat and the MSGSC held meetings with key stakeholders to determine their willingness to disclose information for the environmental reporting template proposed by civil society groups. From these engagements, it was clear that the Environmental Management Authority (i.e. the regulator) has significant human resources capacity constraints and it lacks a system to collate and analyze data on key environmental indicators. An online data portal was also launched which helped Government meet its Open Government Partnership obligations. The MSGSC also developed the schematics for an electronic reporting platform for reporting companies and Government revenue collection agencies. Internal deliberations on this proposal continue into 2018.

These exercises placed considerable strain on the MSGSC and its administrative office, the TTEITI Secretariat, especially given staff shortages at the TTEITI Secretariat. For the first quarter of 2017, the Secretariat had only two members of staff. In April 2017, the Secretariat welcomed Nazera Abdul-Haqq (Policy Coordinator) and Renuka Kangal (Project Coordinator) to the staff. While Nazera and Renuka quickly acclimatized to their work, the twin challenge of drafting a new MOU with Government, companies and civil society and procuring an EITI Administrator stretched the resources of the Secretariat and delayed production of the EITI Report.

Despite these challenges, the MSGSC took solace in the fact that its direct intervention helped Guyana and Suriname join the EITI as implementing countries. Throughout the year, the MSGSC constantly engaged with local stakeholders including Parliamentarians and regional CARICOM Governments, members of the Diplomatic community, companies and civil society to bring the EITI message on effective revenue management, identifying beneficial owners and reform into greater prominence. The MSGSC stands committed to ensuring that the EITI is embedded into the country's policies and procedures. The new Strategy Plan and Civil Society Engagement Strategy will play a key role in this vision becoming a reality.

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

- ✓ The successful execution of a third EITI Memorandum of Understanding (MOU) to commit Government, civil society and companies to EITI Implementation in Trinidad and Tobago
- ✓ The development of a Strategic Plan and Civil Society Engagement Strategy,
- ✓ The successful completion of a British High Commission, UK FCO Prosperity Fund sponsored project to undertake a regional EITI Outreach Project to introduce the EITI to other natural resource rich countries in the Caribbean region. In 2017, two workshops were held in Barbados and Jamaica and in March 2018 a regional symposium was held in Trinidad and Tobago. The symposium featured selected regional Energy Ministers and Parliamentarians, Diplomats, civil society organizations, extractive industries companies and government representatives.
- ✓ The undertaking of a Beneficial Ownership Study to guide Government policy on mandatory national beneficial ownership disclosure.
- ✓ Continued public outreach, by conducting capacity-building, training and information-sharing workshops throughout Trinidad and Tobago to help the three stakeholder groups to better understand and play their respective roles in EITI implementation. The MSGSC also revised its online communication strategy and sensitized the public on key extractive sector issues by using both the traditional media (radio, television and press) and social media (Facebook and LinkedIn).
- ✓ The completion of a baseline survey and focus group discussions to gauge awareness of EITI and guide the future engagement strategy with civil society, company and Government stakeholders.
- ✓ Discussions with the University of the West Indies on renewing the TTEITI-UWI MOU for co-operation.

### 3.0 PERFORMANCE AGAINST TARGETS AND ACTIVITIES IN WORKPLAN

While the MSGSC made progress on strengthening the TTEITI institutional framework, communications and outreach, on beneficial ownership, on the online data portal and on validation, a major outstanding item was the planned release of the T&T EITI Report 2016.

**Table 1: Summary of TTEITI MSGSC Performance against the Workplan in 2017**

Progress	Little or no Progress
Beneficial Ownership	Publishing the T&T EITI Report 2016
Strengthening the TTEITI MSGSC Institutional Framework	Roadshow and Consultations to promote EITI Report 2016
TTEITI Report Summary 2016-2017	Identifying EITI Champions in the Government
Online Data Portal	Engaging Parliamentarians on EITI implementation in T&T
Validation Preparation	
Communications and Outreach	

#### **3.1. Strengthening the TTEITI MSGSC institutional framework:**

In order to [strengthen the TTEITI MSGSC institutional framework](#), the MSGSC Technical Sub-Committee sought to develop a strategic plan for the TTEITI MSGSC and Secretariat. The aim was to lay a foundation for the 2016-2019 Workplan so that the MSGSC's activities align with its strategic direction. It was also undertaken to facilitate succession planning in the event that members are replaced. This will ensure continuity and direction. This Strategic Plan features an agreed-upon goal (and rationale), objectives, activities, indicators of success, a SWOT analysis and risk mitigation plan.

The Workplan specifies *hiring new staff* for the Secretariat to consistently engage all stakeholders thereby improving the institutional framework. In 2017, one Project Coordinator, one Project Manager and one Project Officer were hired. As a result, the Secretariat was able to produce several key deliverables.

Creating a *regional knowledge hub on EITI* at the University of the West Indies is also identified as an action in the Workplan to strengthen the TTEITI MSGSC institutional framework. However, the MSGSC adopted an additional approach, which was to first expand the reach of the EITI in the region. This decision resulted in workshops being held in Jamaica and Barbados in the last quarter of 2017, in a project funded by the British High Commission. Engagement with Belize was

cancelled on the request of Belizean officials due to discussions on a moratorium on offshore drilling. In May 2017, the Head also visited Guyana to provide technical assistance.

### 3.2 Communications and Outreach

Significant progress was also made on **communications and outreach**. The TTEITI's website was revamped and a TTEITI Civil Society Engagement Strategy was developed and approved by the MSGSC. The Strategy guides work around civil society engagement, provides the new Communications Agency with background knowledge and clarity on the MSGSCs communications objectives, as well as provides a framework for measuring the impact of engagement activities. After the Strategy was developed, the TTEITI Secretariat began the planning stage of the TTEITI National Secondary Schools Tour and Competition. The project was rolled out in 2018.

### 3.3 Beneficial Ownership

To address **beneficial ownership disclosure**, the Workplan requires that a series of capacity-building sessions are held to promote the mandatory reporting of beneficial owners and politically exposed persons by 2020. All reporting companies continue to disclose their beneficial owners and politically exposed persons. However, given the dearth of information on beneficial ownership laws and regulations in Trinidad, the MSGSC contracted a consultant to complete a study on beneficial ownership legislation. This document will be used as the basis for outreach activities on beneficial ownership disclosure in 2018-2019. See Section 4.3 below for an evaluation of the MSG's progress on its Beneficial Ownership Roadmap.

### 3.4 Online Data Portal

The TTEITI **Data Portal** was an outstanding item from Workplan 2016 and it was launched in 2017. Based on feedback from stakeholders including PricewaterhouseCoopers and the Central Bank of Trinidad and Tobago, the Secretariat plans to enhance the usability and relevance of the Data Portal by improving the way the data is presented and by including more contextual data on the sector (e.g. GDP, exploration drilling, etc.)



**TTEITI National Secondary Schools Tour 2018**

1. <https://www.facebook.com/tteiti/videos/1332060190227272/>
2. <https://www.facebook.com/tteiti/videos/1347169665382991/>



### **3.5 Launch of T&T EITI Report 2016**

The MSGSC planned to release the **T&T EITI Report 2016** on September 30, 2017, however this did not occur. By this date the MOU was not signed by all parties engaged in EITI Reporting (signed in November 2017) and the tendering process for the Administrator had been delayed and only completed in November 2017. The tendering process took approximately eleven (11) months to be completed. The process to gather information for the EITI Report began in earnest by the Independent Administrator in January 2018. The Administrators visited Trinidad and Tobago for interviews with key stakeholders and submitted an Inception Report in January 2018. Importantly, given that EITI Reports for fiscal years 2015 and 2015 were produced on time, the MSGSC faces no sanctions from the EITI Board as detailed in Requirement 4.8 of the EITI Standard 2016 on data timeliness.

The **T&T EITI Report Summary 2016-2017** was completed and civil society groups and fenceline communities were engaged on this Report through focus group discussions, face-to-face interviews and telephone interviews. Feedback and discussions of the Report also occurred on the TTEITI's Facebook and LinkedIn pages, as well as in the press. The Report reached roughly 42,000 people on Facebook, received 276 Likes, was shared by 197 people and received many favourable comments from varied sources.

### **3.6 Validation**

Although the Workplan activities related to **validation** are carded for 2018-2019, the TTEITI Secretariat began preparatory work by conducting a gap analysis to ensure that the reporting requirements for Validation are met in the T&T EITI Report 2016. The Secretariat also interviewed MSGSC members in early 2018 on the challenges related to MSG Governance.

## **4.0 PERFORMANCE AGAINST EITI STANDARD REQUIREMENTS**

Cognizant that T&T will undergo validation in September 2018; the TTEITI MSGSC made efforts to ensure that it met and exceeded the requirements of the EITI Standard 2016.

#### 4.1 Mainstreaming & the Workplan:

Having received training on mainstreaming EITI at the EITI-LAC training event in the Dominican Republic in 2017, the MSGSC Technical Sub-Committee (TSC) changed its approach towards meeting the requirements from simply ‘checking-the-boxes’ to adopting an approach towards **mainstreaming**. Therefore, for each of the requirements, the TSC identified systemic/institutional changes needed, as well as specific actions for mainstreaming EITI.



TTEITI to Attend Regional EITI Training in the Dominican Republic  
TTEITI Secretariat on LinkedIn

**4.2 Project Level Reporting:** Progress was also made on the **project level reporting** requirement (Requirement 4.7). Disclosing payments on a project level is not a requirement until 2018, but the TTEITI MSGSC adopted a definition and an approach to project level reporting.

**4.3 Beneficial Ownership:** Requirement 2.5 of the EITI Standard 2016 obligates all EITI implementing countries to publicly disclose those persons holding ownership rights in oil, gas and mining projects. The five (5) main requirements of BO disclosure as specified in the EITI Standard 2016 are to:

1. ***Adopt a definition of beneficial ownership and politically exposed persons (PEPs)*** – the MSGSC approved the definitions for the oil and gas sectors and they can be found at <http://www.tteiti.org.tt/industry-overview/beneficial-ownership-declaration/>.
2. ***Develop and publish a beneficial ownership work plan/roadmap*** – The MSGSC approved its BO Roadmap in November 2016 and subsequently updated it in March 2017. The Roadmap was further revised in May 2018. The TTEITI Secretariat updates the BO Roadmap when significant progress is achieved on most of the planned actions. Updated versions also include new actions. The MSGSC has agreed to review, update and publish the roadmap every 6 months. See Table 2 for a snapshot of an evaluation of the MSGSC’s performance in implementing the BO Roadmap (March 2017).
3. ***Publish a register of the beneficial owners of the companies operating in the extractive sector-*** In 2015, the MSG received beneficial ownership templates from 23 companies (See: [www.tteiti.org.tt/industry-overview/beneficial-ownership-declaration/beneficial-ownership-registry/](http://www.tteiti.org.tt/industry-overview/beneficial-ownership-declaration/beneficial-ownership-registry/)). However, the T&T EITI Independent Administrator noted several inconsistencies in the data provided on the templates and recommended ways to improve the type of data collected. The latest version of the BO Roadmap (5/8/2018) includes these recommendations.

4. ***Document the Government's policy on beneficial ownership***- The EITI Standard 2016 requires that the TTEITI MSGSC documents the Government's policy on specific areas related to BO. Prime Minister Dr. Keith Rowley made a commitment to National BO disclosure at the Anti-Corruption Summit in London in May 2016. However, there is no formal/written documentation of the Government's policy on areas required by the Standard 2016.
5. ***(MSG to) agree on an approach to assure the accuracy of the BO information provided by companies***- The approach adopted by the MSGSC is to require the Head of the company to attest to the accuracy of the information by affixing his/her signature on the completed BO Template. As mentioned, the T&T EITI Independent Administrator identified several inconsistencies in the data provided, although the templates have been signed-off by company Heads. The BO Roadmap (5/8/2018) introduces an exercise to verify the data before uploading to the TTEITI's website. The TOR for the EITI Independent Administrator also requires the firm to comment on the usability and the authenticity of the data provided.

**Table 2: Snapshot of TTEITI MSGSC's performance against BO Roadmap (March 2017)**

Completed	In Progress	No Progress
Engaged Parliamentarians on BO	TTEITI Secretariat to monitor the implementation of the Gov'ts plan to institute mandatory BO disclosure in the Companies Registry. <b>(Ongoing)</b>	TTEITI Secretariat to document Government's policy on BO.
Determined existing and proposed laws and policies related to BO in T&T (through a study on National BO disclosure): See: <a href="http://www.tteiti.org.tt/wp-content/uploads/Beneficial-Ownership-Report.pdf">http://www.tteiti.org.tt/wp-content/uploads/Beneficial-Ownership-Report.pdf</a>	Memo sent to MEEI Permanent Secretary informing him of the approved BO definition & requesting that bidding companies submit BO information. <b>(Outstanding: Follow up needed)</b>	
MSGSC agreed on definitions of BO and PEPs for the oil and gas sectors.	Lobbied the Government to create BO legislation by sharing the findings of the BO study with the Attorney General. <b>(Outstanding: to send study to MEEI Legal Unit).</b>	
Independent Administrator verified BO templates received and provided assessment in T&T EITI Report 2016.	Develop definition of BO & PEPs for mining sector. Companies were surveyed for feedback on definitions but the responses were too low to make a conclusion.	
Awareness sessions held with Parliamentarians, Oil & Gas Companies and the Joint Select Committee on Energy Affairs.	Seek advice from the Director of Minerals (MEEI) to determine if the definitions adopted for the oil and gas sectors can apply to mining companies. <b>(Outstanding: to send study to MEEI Legal Unit).</b>	

	follow up with the Director of Minerals & the Legal Unit)	
	BO registry uploaded on TTEITI's website but there are inconsistencies in the data. <b>Outstanding:</b> Registry needs to be reworked.	

**4.4 Regional EITI Champion:** The MSGSC is ahead of the curve as a **Regional EITI Champion**. In 2017, Barbados, and Jamaica were engaged in capacity building workshops to “Promote Best Practice in Natural Resources Management in the Caribbean.” The agendas for the UK’s FCO funded workshops were based on significant research conducted by the TTEITI Secretariat and the topics addressed each country’s interests. For information on the impact of these projects see, <http://www.tteiti.org.tt/public-engagement/regional-outreach/>

This project culminated in a sold-out/well-attended Regional Symposium in T&T in March 2018, which was themed “Strengthening CARICOM Energy Collaboration.” See <http://www.tteiti.org.tt/tteiti-and-british-high-commission-to-promote-strengthening-caricom-energy-collaboration-in-regional-symposium/>. The event was streamed live on Facebook to accommodate persons who could not attend due to limited seating.

**4.5 Environmental Reporting Innovations:** In line with Requirement (1.5a) which encourages innovation in the EITI implementation, civil society members of the MSGSC sought to obtain feedback from stakeholders on the inclusion of a proposed environmental reporting template as part of the EITI Report. The TTEITI Secretariat reviewed the template and shared it with reporting companies, state agencies and related stakeholders existing within the environmental landscape in T&T for feedback.

Some of the elements of the reporting template proposed by the civil society members include:

- Evidence of receipt of Town & Country Planning Approvals,
- Compliance with the Environmental Management Authority’s Air Pollution Rules and Water Pollution Rules.
- The inclusion of the Certificate of Environmental Clearance (CEC) process.
- Disclosure of the sector’s ‘Carbon Foot Print’ (GHG emissions) and disclosure of the amount of water and electricity consumed by the extractive sector.
- Major environmental ‘incidents’ such as oil spills.

The MSGSC is still assessing how environmental reporting can be included in EITI implementation.

## 5.0 MSGSC'S RESPONSE TO EITI REPORT RECOMMENDATIONS

In the T&T EITI Report 2016, the Independent Administrator proposed recommendations related to ten broad areas. While some of these recommendations are new, others have been repeated from the prior T&T EITI Report 2014-2015.

The rehash of prior recommendations does not mean that the MSGSC did not make progress in advancing them. As seen in the T&T EITI Report 2016, items including production volumes reporting, future reporting and auditing to International Standards (INTOISAI), etc. were cleared, while others continue to be work-in-progress.

In addition, the Independent Administrator acknowledges, *“The Steering Committee has established a process to review recommendations in the EITI reports and to take action where considered necessary, and progress has been made in this area.”*

Refer to **Appendix 1** for a snapshot of the MSGSC's response to the Independent Administrator's recommendations of the T&T EITI Report 2016.

## 6.0 STRENGTHS AND WEAKNESSES IDENTIFIED IN THE EITI IMPLEMENTATION PROCESS

### 6.1 Civil Society Perspective

Members of civil society shared their perspectives on the strengths and weaknesses of EITI implementation in Trinidad and Tobago. Please see below:

*“You all are moving in the right direction, but we will like to see quarrying introduced in EITI. I know you are having problems in getting operators to volunteer to report, but it is important to include them. I would also ask that you try to include COPE and other environmental groups in the EITI. We have a lot of environmental concerns and unfortunately we cannot address them successfully by ourselves.”*



Patricia McGaw, Secretary–  
Council of Presidents of the  
Environment, COPE (at the TTEITI  
Regional Symposium).



Mrs. Tardieu – Teacher, Bon Air Secondary School (right): receiving third Place Award for the TTEITI National Secondary Schools Competition 2018.

*“I think the outreach to the schools was an excellent idea, simply because students are generally unaware of how to access information like what you presented. To me they do not look at the news, so any information they receive would have to come out of conversations in their homes. Interacting with them during the Tour through spoken word poetry was a creative way to bring out the information. Also, planning a tour for them of the Estate and presenting to them on job and educational opportunities in oil and gas, will help to expand their ideas of what is available to*

*them. They will not get this information otherwise.”*



Roger Waldron, Public Relations Officer– Valencia Village Council.

*“I sat in your Conference at the Marriott and I found that the TTEITI seems to focus only on oil and gas. There are other sectors that can bring in revenue and that should be considered such as lumber, minerals and fisheries. I never heard of the TTEITI before that Conference and if possible you should do more community outreach work in areas like Sangre Grande and Valencia where there are a lot of mining concerns.”*

*“I just wanted to share with you that this Summary Report marks the crossing of a hurdle that has long challenged civil society. The hurdle is to put the information coming out of the sector in a way that is palatable enough so that it is easily understood. I have never seen any document like this Report. It is interactive and the images inside give us snippets of so much information that we can use.”*



Ramkumar Narinesingh, Chief Labour Relations Officer - Amalgamated Workers Union.

## 6.2 Organizational (TTEITI) Perspective

The following table (Table 3) presents an assessment of the strengths and weaknesses of EITI implementation in T&T, from an internal perspective.

**Table 3: Strengths and Weaknesses of EITI Implementation from an Internal Perspective**

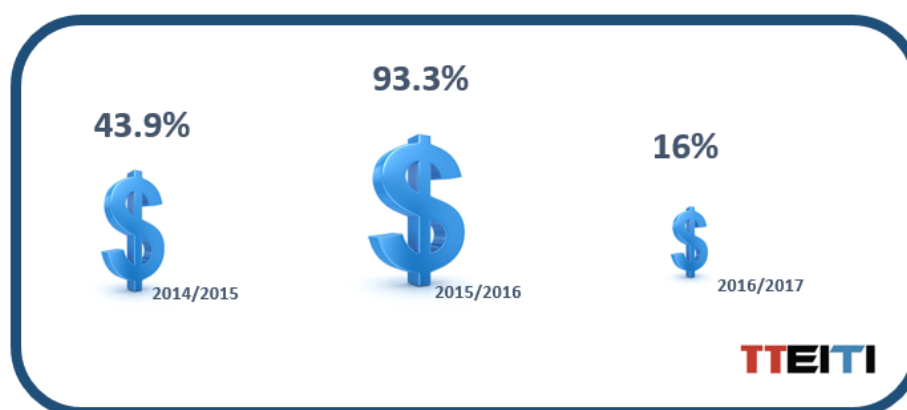
Strengths	Weaknesses
<p>The dynamic and collaborative relationship between the Secretariat and the MSG facilitates creativity and quick decision-making.</p>	<p>Legal barriers to accessing company tax data from the Board of Inland Revenue, hinders timely EITI reporting.</p>
<p>The MSG follows through on major advocacy issues (e.g. Letter to Minister on A&amp;V Oil Scandal and subsequent calls for lease out farm operators (LOFOs) to report under the EITI).</p>	<p>Insufficient staffing makes it difficult to complete all activities detailed in the Workplan. Also, accessing funding is difficult given the bureaucracy involved and due to decreased budget allocations (because of the lower energy revenues).</p>
<p>We are increasingly being seen as a trusted source of data. Companies, civil society, energy experts and journalists readily use our data for advocacy, analysis and in newspaper articles. Petrotrin and OWTU used EITI data to support for their respective cases during wage negotiations and journalists used data in several publications.</p>	<p>There is no youth voice on the MSG. A note was sent to Cabinet requesting approval to add a Youth Member on the Steering Committee. This is important to obtain greater buy-in and to leverage on youths' creativity, energy and networks.</p>
<p>Our civil society engagement has strengthened significantly in 2017 due to:</p> <ol style="list-style-type: none"> <li>1) the development of the TTEITI Civil Society Engagement Strategy,</li> <li>2) the use of feedback from baseline assessments to create creative and relatable content (e.g. TTEITI Report Summary 2016-2017),</li> <li>3) deeper social media and online engagement</li> <li>4) engaging a wider cross section of society in more creative ways (e.g. TTEITI National Secondary School Tour and Regional engagement with Jamaica, Suriname, Barbados and Grenada through a project funded by the British High Commission).</li> </ol>	<p>Like many other countries, in T&amp;T there is significant bureaucracy involved in reforming systems (e.g. getting mining operators licensed and having a comprehensive updated oil and gas license register). This has implications on the TTEITI successfully addressing the Administrator's comments on a timely basis.</p>

## 7.0 TOTAL COST OF IMPLEMENTATION

For fiscal year 2017, the total cost of implementing the EITI in Trinidad and Tobago, factoring both government and external sources, was TT \$ 508,894.94.

The Government through its commitment to the TTEITI budgeted TT\$ 2.5 million for the year 2017, of which only roughly 16% (i.e. TT\$ 438,894.94) was spent. This gap in spending was due to bureaucracies in procuring the Independent Administrator and the Communications Agency, which together typically averages 53% of total Government TTEITI allocation.

**Figure 1: The Percentage of Total Gov't Budgeted Allocations Spent by the TTEITI**



Total expenditure for this reporting period included the final payment for the Independent Administrator's 2013-2015 Contract, the initial payment to a Theatre Arts Group (i.e. 2 Cents Movement) for the TTEITI National Secondary Schools Tour as well as a sign-on consultancy fee for the completion of a study on beneficial ownership.

Given the financial crunch, the MSGSC sought external funding to further the work of the EITI in the region. A total of GBP 70,000 (or roughly TT\$700,000) was granted from the Foreign and Commonwealth Office's (i.e. the British High Commission) Prosperity Fund, to finance the FCO Regional Capacity Building Project. See Table 4 below.

**Table 4: Summary of External (Restricted) Funding to the TTEITI**

Year	Source	Project Details	Amount
2015	FCO- British High Commission	Regional capacity building workshops to introduce CARICOM countries to the EITI	TT\$ 700,000 (or GBP 70,000)
2016	Canadian High Commission	Technical assistance for a mining sector workshop.	Cost unknown
2017	FCO- British High Commission	Regional capacity building workshops to introduce CARICOM countries to EITI	TT\$ 700,000 (or GBP 70,000)



In 2018, the TTEITI Secretariat plans to explore external funding and technical assistance from the Inter-American Development Bank and the European Union. The intention is seek funding to implement projects that can generate revenue for the TTEITI. In so doing the TTEITI will help to assuage the financial burdens of the Government and provide alternate streams of unrestricted funding for its activities.

## 8.0 DISCUSSION OF REPORT CONTENT BEYOND THE MSGSC

In 2016, the MSGSC embarked on activities to increase awareness of the content of the EITI Report 2014-2015 among its main stakeholder groups: civil society, the public, the government sector and the extractive sectors. These activities focused on sharing the findings of the EITI Reports and highlighting ways in which the data may be used by civil society to promote better accountability. Refer to Table 5.

**Table 5: Discussion of Report Content beyond MSGSC**

Date	Activity	Details
<b>MEDIA PUBLICITY- To promote the EITI Report, the MSGSC and Secretariat used a series of articles published in the weekly Business Guardian.</b>		
May 18 <sup>th</sup>	Article	EITI Finding Validated by Auditor General's Report
September 20 <sup>th</sup>	Radio Interview	Sherwin Long
October 23 <sup>rd</sup>	Radio Interview	TTEITI Chairman Victor Hart interviewed by OWTU representative Ozzi Warwick
August 3 <sup>rd</sup>	Article	Open Data Portal Provides Gateway for Energy Sector Disclosure
September 27 <sup>th</sup>	Article	EITI unmasking oil and gas production discrepancies
<b>CIVIL SOCIETY ENGAGEMENT</b>		
March 9 <sup>th</sup>	OWTU Outreach event	The TTEITI presented on the most recent findings of the report at this event.
<b>CONFERENCES</b>		
May 22 <sup>nd</sup> - 24 <sup>th</sup>	Geological Society of Trinidad and Tobago (GSTT) 6 <sup>th</sup> Annual Conference	The TTEITI Head, Sherwin Long presented at this conference.
June 9 <sup>th</sup>	UWI Oil & Gas Law Conference	The TTEITI Head, Sherwin Long presented on Contract transparency in Trinidad and Tobago and managing our oil, gas and mining sectors.

## **9.0 MSGSC MEMBERSHIP DETAILS**

Since the establishment of the MSGSC in December 2010, it has held monthly meetings to advance its EITI implementation plans. See Appendices II, III and IVIII for details of MSGSC membership and Appendix IV for meetings attendance record.

## **10.0 APPROVAL**

The Annual Activity Report 2017 was approved by TTEITI MSGSC at its 93<sup>rd</sup> Meeting on June 21, 2018.

Submitted by Victor A Hart,  
Chair, TTEITI MSG Steering  
Committee,  
June 22, 2018



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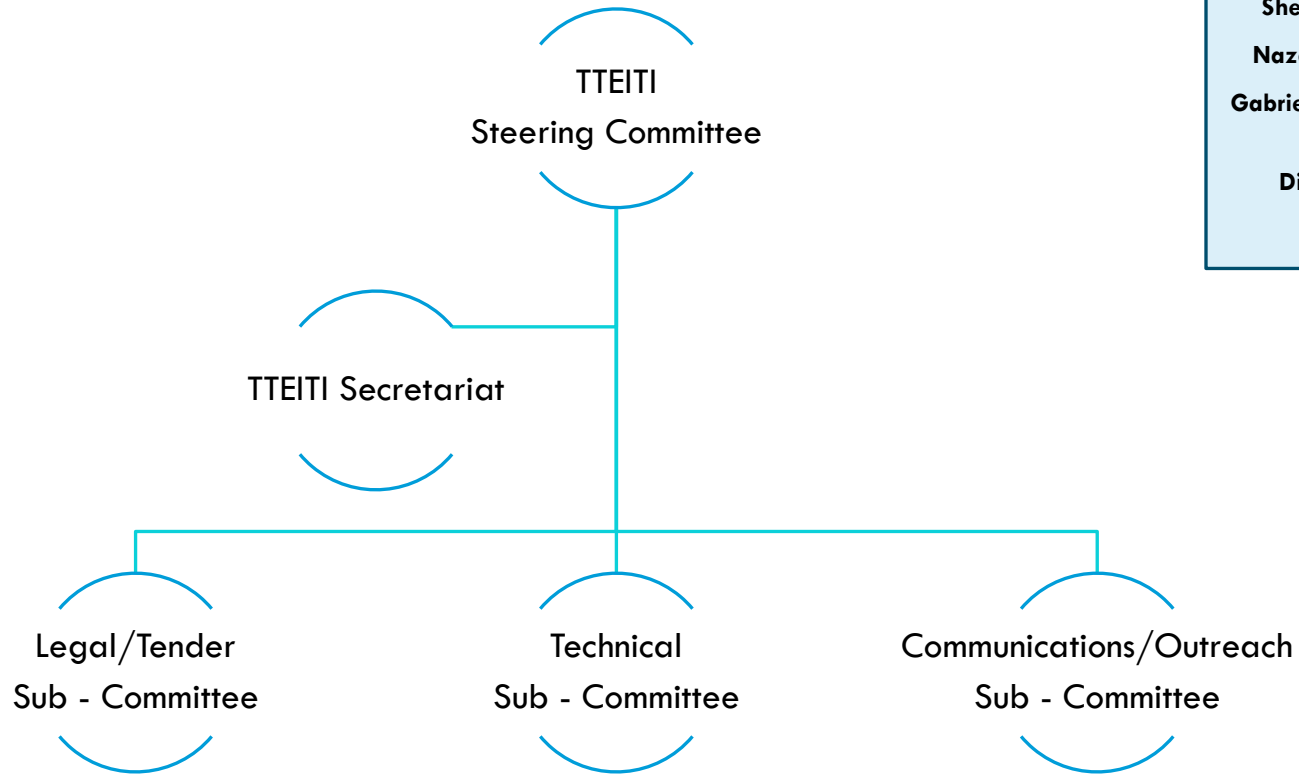
## Appendix I: MSGSC's Response to Recommendations in T&T EITI Report 2016

Issue	Recommendations	Status	Plan of Action
1. LICENSING	1.1 MEEI to maintain a publicly available and updated license register.	TTEITI collaborated with MEEI to update the license register.	To follow up on request sent to PS to have register uploaded.
	1.2 MEEI to publish model E&P license on its website	Secretariat requested MEEI upload model E&P license to website.	Follow up with Legal Unit of MEEI to have the model license uploaded.
	1.3 MEEI and MOF-IRD should confirm that all holders of extractive licenses have a taxpayer Identification Number.	TTEITI to confirm with MEEI and MOF-IRD for 2017 EITI Report.	Follow up with MEEI and MOF-IRD during inception phase of 2017 EITI Report.
2. AUDITED FINANCIAL STATEMENTS – MINING SOES	2.1 Auditor General to audit National Quarries Company Limited & Lake Asphalt of Trinidad and Tobago (1978) Limited to produce FY 2017 financial statements [by the end of the current FY2018].	No action	Formally communicate issue with Auditor General the IA's recommendation and discuss a way forward.
3. FEES FOR ASSIGNMENT OR TRANSFER OF PSCS	3.1 MEEI to review cases in which transfer fees have not been paid & develop a system to ensure that future fees are collected.	No action	Communicate issue with the Permanent Secretary & meet w/ PSC Audit Unit on issue.  Include issue in brief to Joint Select Committee on Energy Affairs.
4. MONITORING OF AMOUNTS DUE UNDER PSCS	4.1 MEEI to improve reporting of PSC amounts due to the Government.	No action	Same as 3 above.
5. RESOLVING MOU ISSUES	5.1 MSGSC to consider alternative approaches to EITI Legislation	MSGSC Technical Subcommittee (TSC) discussed the issue. TSC also sought guidance from EITI International Secretariat for guidance.	Follow up with EITI international and explore alternative approaches with the MSGSC.

Issue	Recommendations	Status	Plan of Action
	5.2 MSGSC to consider creating an MOU with an indefinite term (rather than a 2-year length).	MSGSC Technical Subcommittee (TSC) discussed the issue. Some companies welcome the idea because it is less onerous and time-consuming.	MSGSC and MSGTSC to explore further.
6. ASSURANCE ENVIRONMENT OF GOVERNMENT REPORTING	6.1 Gov't to remove impediments the audit of MOF-IRD figures by the Auditor General under INTOSAI.	Correspondence sent to Office of Attorney General (AG) & TTEITI Secretariat attempted meeting AG. Secretariat met with Minister of Finance (Allyson West) who promised to raise issue with AG.	Follow up with Minister Allyson West.
	6.2 MSGSC to discuss with Auditor General any further assurances needed over gov't reporting for TTEITI.	No action	Formally communicate issue with Auditor General the IA's recommendation and discuss a way forward.
7. ROYALTY MONETISATION	7.1 MEEI and supplier to agree on arrangements for monetizing NGC's royalty gas.	No action	Communicate recommendation to NGC and to MEEI Permanent Secretary.
	7.2 Arrangements for payment to MEEI by NGC for the royalty gas received by NGC should be agreed and put into effect	No action	Communicate recommendation to NGC & to the MEEI (Permanent Secretary & Legal Unit)
8. MINING SECTOR	8.1 MSGSC to continue to engage mining companies to allow for greater inclusion of mining companies in EITI reporting.	MSGSC attempted to meet Quarry Association members to highlight benefits of TTEITI, but was not successful.	Meet operators individually and to discuss benefits of EITI reporting.

Issue	Recommendations	Status	Plan of Action
	8.2 MSGSC to crystalize suggestions from stakeholders on how to improve the mining sector.	No action	Communicate suggestions with the MEEI (Permanent Secretary, Minerals Unit & Joint Select committee on Energy Affairs).
9. GOVERNMENT SYSTEMS	9.1 MEEI to introduce computerized systems to record and control information relating to the production and finances from the oil and gas sector.	TTEITI Secretariat conceptualized online data portal for MEEI, BIR and MOF.	Obtain feedback from MEEI (Permanent Secretary and Heads of Divisions) to improve the design of the system and to reduce the cost of implementation.  Seek funding & technical assistance from the international donors (e.g. IDB)
10. COMPANY SELECTION	10.1 Review changes to company ownership and activity during or subsequent to the reconciliation period when selecting companies to include in reconciliations, before sending requests to BIR for company tax information,  10.2 TTEITI MSGSC to investigate the involvement of the two State Owned Extractive Sector Companies (i.e. Estate Management and Business Development Company Limited and Palo Seco Agricultural Enterprises). MEEI does not report receipt of any royalty payments from them and they do not appear on the license listings provided by MEEI.	No action  No action	TTEITI Secretariat to highlight the need to implement a system to track changes in company ownership and company activity.  Seek information from the MEEI through the Permanent Secretary.  Document issue and progress in brief to the Joint Select Committee on State Enterprises.

## Appendix II: Organization Structure



**TTEITI Secretariat Team:**

- Sherwin Long**, TTEITI Secretariat Head.
- Nazera Abdul-Haqq**, Policy Coordinator.
- Gabrielle Rawlins**, CSO and Communications Liaison.
- Diandra Grandison**, Project Officer.

### Appendix III: MSGSC Principal Members 2017

	<b>GOVERNMENT AGENCY</b>	<b>REPRESENTATIVE AS AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
1	Board Of Inland Revenue	Davanand Raghunanan	Field Auditor IV (Ag.)		
2	Ministry Of Energy And Energy Affairs	Randy Maurice	Senior Energy Analyst (Ag.)	Marc Rudder	Senior Energy Analyst (Ag.)
3	Ministry Of Finance And The Economy	Kathy Ann Holder	Senior Research Officer (Ag.)		
4	National Gas Company Of T&T	Romilla Maharaj	Manager, Accounting Services		
5	National Quarries Company Limited	Diana Marchan	Geologist		
6	Petroleum Company Of T&T	Carmen Persad	Manager	Rajkumar Mungal	Head, Finance R&M
	<b>PRIVATE COMPANY</b>	<b>REPRESENTATIVE AS AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
7	Shell Trinidad and Tobago Limited	Natasha Spencer-Edwards	Lead Compliance Advisor		
8	BHP Billiton	Carla Noel- Mendez	Manager		
9	BPTT	Deborah Ragoonath-Rajkumar	Tax Manager		
10	Energy Chamber of T&T	Ariane Moonsie	Research Coordinator		

11	T&T Chamber Of Industry & Commerce	Melanie Richards	Member of Trinidad and Tobago Chamber of Industry and Commerce		
12	Company vacancy to be filled.				
	<b>CIVIL SOCIETY ORGANIZATION</b>	<b>REPRESENTATIVE AS AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
13	Fishermen And Friends Of The Sea	Gary Aboud	Secretary		
14	Oilfield Workers' Trade Union	Kandis Sebro	Education and Research Officer		
15	T&T Transparency Institute	Martin Farrell	Member		
16	The Cropper Foundation	Mark Thomas	CEO		
17	The Network Of NGOs For The Advancement Of Women	Gia Gaspard-Taylor	Member		
18	Civil Society Advocate	Victor Hart	Chairman		
19	Youth organization vacancy to be filled.				



### Appendix IV: MSGSC Alternate Members 2017

	<b>GOVERNMENT AGENCY</b>	<b>REPRESENTATIVE AS AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
1	Board Of Inland Revenue	Sabita Lall	Assistant Commissioner		
2	Ministry Of Energy And Energy Industries	Arlena Maynard	Planning Officer I		
3	Ministry Of Finance	No alternate			
4	National Gas Company Of T&T	Kory Hall	Measurement Analyst		
5	National Quarries Company Limited	Glen Stephens	Chief Financial Officer		
6	Petroleum Company Of T&T	Rajkumar Mungal	Head of Finance R&M		
	<b>PRIVATE COMPANY</b>	<b>REPRESENTATIVE AS AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
7	Shell Trinidad and Tobago	Andre Charles	Government Relations Specialist		
8	BHP Billiton	Sheldon Narine			
9	BpTT	Natalie Aimes	Senior Manager		
10	Energy Chamber of T&T	No alternate			
11	T&T Chamber of Industry & Commerce	Marc Cheng Wing	Member		
12	Company vacancy to be filled (position formerly held by EOG Resources)				

	<b>CIVIL ORGANIZATION</b>	<b>SOCIETY</b>	<b>REPRESENTATIVE AT JAN 1 2017</b>	<b>POSITION</b>	<b>CHANGE AS AT DEC 31 2017</b>	<b>POSITION</b>
13	Fishermen And Friends Of The Sea		Cathal Healy Singh	Member		
14	Oilfield Workers' Trade Union		Oswald Warwick	Chief Information & Education Officer		
15	T&T Transparency Institute		Dion Abdool	Member		
16	The Cropper Foundation		Winston Rudder	Board Member		
17	Youth organization vacancy to be filled.					
18	The Network Of NGOs For The Advancement Of Women		No alternate			

### Appendix V: MSGSC Attendance 2017

		Civil Society Organizations						Government Organizations						Companies				Chair	
Meeting No.	Date	FFOS	CF	OWTU	Network of NGOs	T T T I	N Y C	BIR	N G C	Petrotrin	M E I	M O F	NQCL	BPTT	B H P	S H E L L	TTCIC	ECTT	
77	26/01/17	X	X	X	X	X		X		X	X	X	X	X		X	X	X	X
78	16/02/17	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X	X
79	16/03/17		X	X		X		X		X	X	X		X	X	X		X	X
80	25/04/17	X		X		X		X	X	X		X		X	X			X	X
81	18/05/17	X	X	X		X		X	X	X	X	X				X	X	X	X
82	14/06/17	X	X		X	X		X	X	X	X	X		X		X	X		X
83	20/07/17	X		X		X		X	X	X	X			X	X		X	X	X
84	17/08/17			X	X	X		X	X			X	X	X		X		X	X
85	21/09/17	X	X	X	X	X		X	X	X	X	X	X		X	X	X	X	X
86	19/10/17			X	X	X		X	X	X	X	X		X		X	X		X
87	16/11/17	X			X			X	X	X	X			X	X				X
88	21/12/17	X	X	X	X			X	X	X	X	X		X	X		X	X	X