

IEITI

Work Plan

To implement Extractive Industries Transparency Initiative (EITI) in effective and efficient manner through building up organization, structure, knowledge, skills and capacity of participants. And attain EITI compliant status.

Approved during IEITI Launch Event 10 – 11 January 2010

**OBJECTIVE ONE: ESTABLISH COMMITMENT TO IMPLEMENT EITI
AND PREPARATION FOR SIGN UP FOR CANDIDATE STATUS**

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
1	Government Issues an Unequivocal statement of intention to implement EITI	Official Government request to the head of EITI to join the initiative	Achieved 21 Feb 2008	Deputy Prime Minister	N/A	Government commitment to EITI Government issued a letter headed to Mr. Peter Eigen Chairman of EITI expressing Iraq intention to implement EITI
2	Government commits to work with all stakeholders (e.g., Civil Society, Oil Companies) on EITI	Official statement by the Minister of Oil in Doha at the EITI Global Conference	Achieved Feb. 2009	Minister of Oil	N/A	To achieve consensus and commit participation of all key stakeholders to the implementation of the EITI.
3	Appointment of EITI Lead Implementer in Government.	Government to appoint EITI Lead Implementer	Achieved 31 March 2009	Ministry of Oil	N/A	The Inspector General of Ministry of Oil was named to Lead EITI implementation in Iraq
4	Develop an EITI Work Plan and Implementation Schedule.	Draft Work plan to submit to stakeholder meeting for discussion	Work in progress	EITI Secretariat World Bank	Embedded in EITI Secretariat Budget	Draft Work Plan will be approved at multi-stakeholder workshop
		Publish approved work plan in print media and submit to EITI – International Secretariat	Q1 - 2010	IEITI EITI Secretariat World Bank	Embedded in EITI Secretariat Budget	To achieve EITI Candidacy Status

OBJECTIVE TWO: PREPARATION

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
5	Establishment of an EITI Multi-Stakeholder Working Group	Submit draft IRAQI Stakeholders Council proposed membership and Charter to the first IEITI Conference in Baghdad , EITI multi-stakeholder for discussion and approval during workshop.	Ongoing progress	IEITI	Embedded in IEITI Budget	Establishment of IEITI National Secretariat stakeholders council , demonstrates government's commitment to work with all stakeholders
		Cabinet to approve nomination of Iraqi Stakeholders Council.	Achieved: Dec.2009	S.G of Council of Ministers	N/A	Meets IEITI requests
6	Identify sustainable sources of financing for EITI implementation	<ul style="list-style-type: none"> - Make proposal for grant funding to EITI Multi-Donor Trust Fund (MDTF) to support EITI implementation; - Secure govt. budget - Other donors (Local) GT7,USAID, DFID 	Work in Progress	IEITI IEITI Secretariat and World Bank	Embedded in IEITI Budget	Sustainable Revenues to support EITI implementation
7	Establish and operate EITI Secretariat Office	- Appoint Secretariat staff	Work in Progress	IEITI Ministry of Oil	\$200,000.00	Establishment of Operational Secretariat
		Setting up proper working environment: Office equipment – 2 Laptops, 2 Computers, 2 Printers, 1 Copier, 1 fax machine, internet services, etc	Work in Progress	MOO IEITI	\$100,000.00	Establishing and strengthening Secretariat to effectively manage EITI implementation process
		Staff Training and Induction into EITI's rules and procedures	During Nov./Dec.2009	IEITI EITI Secretariat World Bank	\$100,000, 00	Capacity building for Secretariat staff to understand and effectively manage EITI implementation

OBJECTIVE THREE: REMOVE OBSTACLES TO IMPLEMENTATION OF EITI/CAPACITY BUILDING

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
8	8. Review of Regulatory framework to identify potential obstacles to EITI implementation	<ul style="list-style-type: none"> - Appoint legal consultant to undertake legislative audit on relevant laws and regulations & Public Relation Communication Consultant & CSO Certifying - Draft amendments to relevant laws and regulations (where necessary) and present to IEITI 	Q1 2010	MOO SG Cabinet of Council of Ministers IEITI Secretariat EITI	\$250,000.00	EITI mainstreamed in the legal and policy framework.
9	Organize tripartite workshop in regard to accountability and responsibilities of parties related to producing EITI reports	Prepare and conduct tripartite meeting and workshop on EITI process including local stakeholders.	Q4 2009	IEITI	\$100,000.00	<ul style="list-style-type: none"> - Bridging the gap in general information/knowledge deficit identified in the scoping study - Mainstreaming of EITI process in the oil industry
10	Capacity building and training for Civil Society in EITI monitoring	<ul style="list-style-type: none"> - Training session on specific issues of interest, informational sessions - Assist Civil Society to identify specialist training courses and possible sources of funding to participate. - Contract international specialists to deliver focus groups and training sessions on extractive industries related issues. 	Q4 2009	IEITI EITI Secretariat World Bank Others (DIFTD, USAID, NORWAY)	\$100,000.00	<ul style="list-style-type: none"> - Better understanding of EITI and oil sector operations by CSOs - CSOs also run their own programs in this regard. - Build confidence in the CSOs - Support CSOs to better understand and interpret extractive industries related issues.
11	Capacity building and training for Iraqi Oil Companies involved in EITI implementation	<ul style="list-style-type: none"> - Workshop and training session on specific issues of interest and information - information and discussion within industry in relation to EITI 	Q4 2009	IEITI EITI World Bank	\$25,000.00	Better understanding of EITI issues by industry

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
12	Capacity building and training for government agencies related to EITI oversight and management	Lectures workshops and training session for civil servants, members of parliament etc.	Oct/Nov. 2009	IEITI EITI SEC Consultant	\$25,000.00	Better understanding of EITI and mining sector issues and operations by government.
13	Capacity Building and training for economic correspondents and reporters of media	<ul style="list-style-type: none"> • Workshop and training session on specific issues of interest, informational sessions, etc. • Information and discussion among media in relation to EITI. 	Oct/Nov. 2009	IEITI EITI Secretariat Consultant	\$25,000.00	Better understanding of EITI and mining sector by the media leading to enhanced quality of information dissemination
14	Capacity Building for stakeholder Iraq EITI Council	Organize study tour to country successfully implementing EITI (Azerbaijan)	Q1 2010	IEITI EITI World Bank	\$75,000.00	Assist in effective implementation of EITI from other participating countries
15	Outreach and informational activities	<ul style="list-style-type: none"> - Discussions on press release/newspaper articles, web site - Workshops in rural areas - Production of information brochures, articles, etc. 	Q4 2009	IEITI EITI Secretariat World Bank	\$20,000.00	Information on the Oil sector more accessible and widely available in the country. Increased knowledge amongst general public

OBJECTIVE FOUR: PREPARATION AND COMPLETION OF EITI RECONCILIATION REPORT

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
16	Develop reporting template for EITI report	<ul style="list-style-type: none"> - Discuss and agree on the design of the reporting template for the EITI report - Determine the data collection and reporting mechanism for government and oil companies 	Oct/Nov. 2009	IEITI EITI World Bank	\$20,000.00	Reporting template established and in use for EITI report
17	Determine level of materiality	Discuss and agree level of materiality that will determine which companies will be involved in the EITI	Oct.2009	IEITI Secretariat Ministry Of Oil Companies SOMO Clients	\$10,000.00	Ensure that all oil companies that contribute significantly to national economy are captured
18	Determine and agree the level of Products domestic consumption and export	Discuss and agree the level of aggregation/disaggregation to be included in the reports that appropriately protects commercially sensitive information on both extractive industry payments and government receipts.	Q1 2010	IEITI MOO	\$50,000.00	Agree on products domestic consumption and export figures
19	Appoint Independent Reconciler	<ul style="list-style-type: none"> - Determine and prepare for carrying out the independent audit - Prepare tender/bidding documents 	March 2010	IEITI	\$150,000.00	Set Terms of reference for EITI. Appointment of Reconciler
		Appoint Selection Committee	March 2010	IEITI	\$150,000.00	
		Selection and Award of Service Contract to independent reconciler	June 2010	IEITI	\$200,000.00	

No	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
20	Companies and Ministry of Finance to produce reports on corporate taxes and fees paid to and received by each party respectively	Each company and Ministry of Finance to report in accordance with agreed reporting template and submit said reports to EITI Reconciler	Q4 2010	Reconciler Ministry of Finance Participating Oil Companies	To be borne by IEITI	Enables EITI Reconciler/ Auditor prepare compliance report
21	EITI Report completed by Independent reconciliation Firm and submitted to IEITI Stakeholders Council	- Reconciler collects and analyses processes, payments and revenue data for IRAQ as defined by the Terms of Reference of the IEITI - Reconciler/Auditor submits the compliance report to IEITI for acceptance or rejection	Q4 2010	Reconciler IEITI EITI	Embedded in reconciliation fee IEITI #19 above	Compliance report adopted by IEITI

OBJECTIVE FIVE: PUBLICATION AND DISSEMINATION OF RECONCILIATION AND COMMUNICATION REPORT

No.	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
22	Publish and disseminate EITI Reconciliation Report	<ul style="list-style-type: none"> - EITI report posted on EITI web sites; - EITI report highlighted widely in local media (e.g., popular version of the report, via newspaper articles, on local radio in local languages - Develop a wider dissemination strategy for the EITI report (e.g., informational sessions or workshops in the urban and rural areas to explain the findings of the EITI report, etc.) - Implement communication and out reach strategy over 2-3 years 	Q2 2010	IEITI	\$50,000.00	EITI report publicly available and widely disseminated
	23. Public Workshop to discuss the EITI Reconciliation Report.	Organize stakeholder workshop for experts to discuss report	Q3 2010	IEITI EITI	\$50,000.00	- Transparency and accountability of EITI report and process to key stakeholders
	24. IRAQ EITI Handbook published	<ul style="list-style-type: none"> - Agree the contents of the handbook - preparation and publication and distribution of Iraq EITI handbook 	Q4 2010	IEITI EITI	\$100,000.00	<ul style="list-style-type: none"> - EITI handbook publicly available and widely disseminated - Documents EITI process and guides future work plans - Increase public knowledge and oversight on the process

OBJECTIVE SIX: SUSTAINABILITY AND CONTINUED IMPLEMENTATION OF EITI

No.	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
25	Undertake activities to continue implementation of EITI and stabilization of EITI	Develop costed annual work plan for 201	Q4 2010	IEITI	\$50,000.00	Continued implementation and stabilization of EITI
26	Obtain support from Government (long term) and donors on implementation of EITI	<ul style="list-style-type: none"> - Make proposal for grant funding to EITI Multi-Donor Trust Fund (MDTF) to support EITI implementation - Develop projects and submit requests to govt. 	Q1 2010	IEITI WB	Embedded in IEITI	Obtain government and donor support for EITI implementation
27	Follow-up on the EITI recommendations for improvement issued by the reconciler	Follow-up actions to be determined following recommendations in EITI report	Q3 2010	IEITI EITI Secretariat	\$50,000.00	To ensure that steps are taken to act on lessons learned, address discrepancies and ensure EITI implementation is sustainable

OBJECTIVE SEVEN: VALIDATION OF EITI IN IRAQ

No.	Goals	Action(s) Needed	Timeframe	Responsible Party	Indicative Cost (USD)	Expected Output/Outcome
28	EITI validation	IEITI to select validator from OSLO pre-approved list of vloadators and validator to be contracted by Government to undertake validation of EITI implementation in Iraq	Within 2 years of announcement of adherence to EITI (i.e., no later than July 2010)	MOO IEITI EITI	\$150,000.00 (paid by government)	Validation report submitted to IEITI, government, and international EITI Board and agreed (or rejected)
29	Publication and dissemination of EITI validation report	EITI validation report posted on government, EITI, and other web sites and highlighted in local media	Immediately following finalization of validation	IEITE EITI Secretariat	\$30,000.00	Validation report publicly available and disseminated
30	OTHER COSTS: -IEITI SECRETARIAT Operational Cost				\$100,000.00	
	OTHER COSTS: Stakeholders Council Operational Cost				\$100,000.00	

TOTAL COST:	2,280,000.00
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