

**MINUTES OF THE ZEC MEETING HELD ON THURSDAY, 11th APRIL 2019 AT THE
GEOLOGICAL SURVEY DEPARTMENT BOARD ROOM AT 10:00 HOURS**

PRESENT

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| 1. Mr. Edward Lange | - | Civil Society (SARW) Proxy |
| 2. Mr. Mwiya Mwandawande | - | Civil Society (EITA) member |
| 3. Mr. Edgar Siakacoma | - | Civil Society (NEF) member |
| 4. Mr. Andisen C Zulu | - | Civil Society (CCZ) proxy member |
| 5. Ms. Pauline S. Mundia | - | Mining Industry (FSSMAZ) Proxy |
| 6. Mr. Talent Ng'andwe | - | Mining Industry (CMZ) Proxy |
| 7. Mr. Yewa Kumwenda | - | Mining industry (CMZ) Proxy |
| 8. Mr. Mubiana Akakandewlwa | - | Mining industry (KCM/CMZ) Member |
| 9. Mr. Spyton Phiri | - | Government (ZRA) Proxy |
| 10. Mr. Wilmont Sinyangwe | - | Government (MMMD) proxy |
| 11. Mr. Edmond kangamungazi | - | Civil Society (Caritas Zambia) Proxy |

IN ATTENDANCE

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| 1. Mr Siforiano Banda | - | Head (ZEITI) |
| 2. Mr. Ian Mwiinga | - | Secretariat (ZEITI) |
| 3. Mr. Emmanuel Sibongo | - | Secretariat (ZEITI) |

ABSENT WITH APOLOGY

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| 1. Mr. Fredson Yamba | - | Government (MOF) ZEC Chairperson |
| 2. Mr. Paul Chanda | - | Government (MMMD) Member |
| 3. Mr. Kamwi Mulele | - | Bank of Zambia (BOZ) Proxy |

1.0 OPENING REMARKS

In the absence of the Chairperson, the ZEC Vice Chairperson presided over the meeting. Initially, the first part of the meeting was chaired by Mr. Andisen Zulu as the Vice Chairperson was winding up another assignment.

2.0 ADOPTION OF THE AGENDA

The agenda was adopted without any changes. However, the meeting proposed to make changes to the sequence of agenda items as follows: Item 5.0 was moved to 8.0. The proposal to adopt the agenda was made by Mr Talent Ng'andwe and seconded by Mr Mubiana Akakandelwa.

3.0 APOLOGIES

The list of apologies is given on page 1.

4.0 ADOPTION AND CORRECTION OF THE PREVIOUS MINUTES

The minutes of the ZEC meeting that took place on 17th January, 2019 were adopted with minor corrections. The corrections to the minutes are as follows:

- I. On the first page under those who were present at the previous meeting, the Name *willmont* should be changed to *Wilmont*;
- II. On the first page under those who were present at the previous meeting, Mr Adrian Zulu should be added;
- III. On the first page under those who were absent with apology, Mr Sokwani Chilembo should be included;
- IV. On page 2 under 5.0, the word restricting should be changed to restructuring;
- V. On page 2 under 5.0 and page 3 under 6.0, the word economist should start with Capital letter E;
- VI. On page 3 under 6.0 , the word policy should start with capital letter P;
- VII. On page 3 under 8.0, the word was should be replaced with the phrase *issues were...*;
- VIII. On page 4 under 9.0, the name for Ms Beauty Mulenga should be replaced with Mr Siforiano Banda.

The adoption of the minutes was proposed by Mr. Akakandelwa Mubiana and Seconded by Mr. Wilmont Sinyangwe

5.0 VALIDATION CALL FROM EITI INTERNATIONAL

During the ZEC meeting, the EITI International Secretariat addressed the key issues that will be considered during the upcoming Validation mission from 29 April to 3 May, 2019. This was done via a telephone call to during the ZEC meeting.

Notably, the ZEC were encouraged to address the issues that were raised in the preliminary assessment of the corrective actions before the Validation commences.

The EITI International Secretariat also reiterated the importance of Validation as a backward looking process that aims at helping countries to learn from their successes and challenges during the implementation of the EITI.

After the call, the ZEC resolved to follow up on the recommendations in the 2016 ZEITI report and also address the preliminary issued raised in the initial assessment of the four corrective actions. The Ministry of Mines and ZRA were requested to provide the information that was required to address the issues on licensing, production and also policy on petroleum contracts. The other stakeholders were requested to documents what actions they have undertaken in relation to the recommendations in the 2016 ZEITI report including all previous reports.

The EITI International Secretariat Validation team will comprise of the Policy Director Ms Ines Schjolberg Marques, Technical Manager Mr Christopher Claussen, and the Country Officer for Zambia Mr Matthew Mckernan.

6.0 CONSIDERATION OF THE REQUEST FROM FACT ZAMBIA TO BE AN OBSERVER DURING ZEC MEETING

The ZEC meeting deliberated on a request from FACT Zambia seeking to be accorded an observer status during ZEC meetings. The meeting noted that there have been observer members of the ZEC in the past such as the World Bank. On the basis, the meeting unanimously resolved to admit FACT Zambia as an observer on the ZEC.

However, the meeting noted that the previous organisations that had an observer status on the ZEC had no terms of reference (TORs) guiding their relationship with the ZEC. In this view it was agreed that the ZEITI should help the ZEC in developing TORs for observers taking examples from other countries that have a similar arrangement. The TORs would act as a basis for admitting members who will apply to be observers in the future but most importantly the TORs will highlight the roles and responsibilities of the observers on the ZEC. FACT Zambia will also be served with these TORs as they assume their observer status role on the ZEC.

The proposal to admit FACT Zambia as an observer was proposed by Mr Mubiana Akakandelwa and seconded by Mr Edgar Siakacoma.

7.0 FEEDBACK FROM THE RECRUITMENT COMMITTEE FOR THE POSITION OF EITI HEAD AND ECONOMIC

The ZEC select committee on recruitment reported to the meeting that interviews for the new ZEITI Head and ZEITI Economist were conducted. The shortlisted candidates for the Head of ZEITI were seven (7) out of a total number of 37 who had applied for the job. As for the position of the ZEITI Economist, 7 candidates were shortlisted but 6 were interviewed and one (1) candidate was disqualified out of a total number of 142 candidates who had applied for the job.

The recruitment committee has recommended three (3) names for consideration to the Permanent Secretary for the position of the ZEITI Head. As for the ZEIT Economist, Mr Lupinda Chimwasu has since reported for work.

8.0 PRESENTATION AND APPROVAL OF THE PROPOSED CHANGES TO ZEITI STAFF CONDITIONS OF SERVICE.

The meeting resolved to engage the Permanent Secretary for guidance on the proposed adjustments to the conditions of the service for the ZEITI staff. Feedback will be provided to the ZEITI staff in due course.

9.0 ANY OTHER BUSINESS

1. The ZEC bid farewell to the outgoing Head of the ZEITI Secretariat Mr Siforiano Banda. They acknowledged his contribution to the growth of the EITI in Zambia. Mr Banda will be greatly missed by all members;
2. The ZEC congratulated Mr Ian Mwiinga for being elected to the EITI Global Board. They wished him well as he takes up a huge of representing 10 countries in West, East and Southern Africa on the EITI Global Board;
3. The ZEC were informed that the World Bank has approved the funding grant for the ZEITI covering 2019 and part of 2020. The grant will be used to produce the 2017 and 2018 ZEITI reports, help ZEC to transition into mainstreaming the EITI reporting in Zambia and enactment of the transparency legislation among other activities; and,

4. The ZEC was informed that the launch of the 2016 ZEITI report will be done in Solwezi. The Permanent Secretary has confirmed participation at the event. The launch dates will be communicated to the ZEC once procurement of printing services for the ZEITI reports are completed.

9.0 CLOSING REMARKS

In closing the meeting, the Chairperson thanked all the members for attending the meeting. This meeting was closed at 1:10pm.

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CHAIRPERSON Mr Edward Lange

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SECRETARY Mr Siforiano Banda

DATE.....

DATE.....

Action taken report

Issue	Status
1. TORs for observers	WIP
2. Letter to Counterpart – FACT Zambia	Done
3. Dissemination of the 2016 ZEITI report	WIP
4. Recruitment of new ZEITI Head	WIP

