

Action plan for the year of 2012 EITI Implementation in Mongolia

No	Activities to be implemented by name and type	Timeframe	Responsible party	Co-organizers	Funding sources
One. Issues to be introduced and submitted to the Government meeting					
1.	A draft Government Resolution on some measures on ensuring EITI, and a draft Prime Minister's ordinance on approving a composition of the EITIM National Council and Multi-Stakeholders Working Group	First half of 2012	B. Dolgor, E. Sumiya	Sh. Tsolmon, stakeholders	Government
2.	Measures on implementing EITI in Mongolia and further prospective and objectives	October 2012	National Council Secretary, MSWG Secretary	Stakeholders	Government
Two. Documents to be developed for a policy on EITI					
3	Methodological aspects of publishing extractive companies' environment rehabilitation reports, costs of environment protection, and rehabilitation works	March-May 2012	Ministry for Environment and Tourism Mr. Enkhbat 'Publish What You Pay' coalition coordinator	National Council, MSWG B. Dolgor EITIM Secretariat Sh.Tsolmon	-
4	Methodological issues of how extractive companies are to contract with local government	March-May 2012	'Publish What You Pay' coalition N. Bayarsaikhan The Mineral Resources Authority	National Council, MSWG B. Dolgor EITIM Secretariat Sh.Tsolmon	Secretariat
5	Methodological issues for releasing of an EITI Report in Aimag level, and guidance for EITI sub-councils in aimags and the capital city	March-May 2012	B. Dolgor, N.Dorjdari, N.Algaa, Sh.Tsolmon	Multi-Stakeholders Working Group	Secretariat
6	Methodological issues for releasing of an EITI Report in Soum level	March-May 2012	'Publish What You Pay' coalition N. Bayarsaikhan N.Dorjdari	Secretariat	-
7	Methodological aspects of how to inform information on income of taxes and payments paid to local budget from the extractive companies and its withdrawal application to the central governments and to the public;	May-August 2012	B.Dolgor, Ministry of Finance, S. Myagmardash, General Tax Administration D.Battumur, Sh.Tsolmon	Secretariat	Working group of aimag and Capital city
8	Study legal environment to ensure transparency of petroleum product sharing agreements; Ways to ensure transparency;	May-August 2012	Petroleum Authority	Ministry of Mineral Resources and Energy	-

9	Select a reconciler; approve evaluation committee members;	December	Secretariat	-	-
10	Reflect and implement EITI international rule in its policy and action	2012	Working Group Secretariat	Head of the Working Group	-
Three. Mongolia EITI Reconciliation Report					
11	Organize a public forum in regard of the Mongolia EITI Reconciliation Report 2009	March 2012	Secretariat	Working Group	EBRD
12	Discuss and endorse the 5 th Mongolia EITI Reconciliation Report 2010	January 2012	Secretariat, Auditing Consortium,	Working Group	State Budget
13	Call a press conference on the 5 th Mongolia EITI Reconciliation Report 2010	February 2012	Secretariat Government Press and information Service	Working Group	Secretariat
14	Publish a list of companies and state officials that are not reported or reported wrongly, and prepare a recommendation for in charge of it.	February 2012	Secretariat Stakeholders	Professional Inspection Agency	State budget
15	On the basis of the MEITI Reconciliation Report, develop and release a summary in a compile form of nationwide aimag and capital city level, and advertise and distribute it to the public	January-April 2012	Secretariat	-	Secretariat
16	Follow up recommendations given from the WB that states companies EITI reports must be based on the companies' audited financial reports or other documents and must provide guarantee from the companies auditor (or send a letter from companies' executive directors	2012	Representation from companies D. Damba, N. Alгаа	Consultants	WB
17	Develop a software to receive EITI Government Report in electronic form	2012	Minister of Finance, Chairman of General Tax Administration	Ministry of Finance, General Tax Administration	Government
18	Organize a work to make companies and the Ministry of Finance to issue MEITI report	April-May 2012	Secretariat	Working Group, companies, Ministry of Finance, General Tax Administration	In own expenses
19	To get acquainted with the process of issuing EITI reports by companies and government organizations, provide methodological advices, and operate a telephone line in the direction of providing counseling	March-May 2012	Secretariat	General Tax Administration Mineral Resources Authority	Secretariat Government
20	Organize an auditing of MEITI Reconciliation Report 2011 and put over control on it	April 2012	Secretariat,	Working Group	State budget
Four. Issues to be discussed at the National Council Meeting					
21	Discuss and endorse Mongolia 5 th EITI Reconciliation Report 2010	January 2012	D. Zorigt, B. Dolgor, Sh. Tsolmon	Auditing Consortium	Government
22	Draft a law concept for improving EITI legal environment and develop a bill on EITI	April 2012	Project team Ministry of Mineral Resources and Energy	Working group to draft a bill	-

23	Ways on how to implement activities stated in the "MEITI mid-term (2010-2014) strategy"	April 2012	B.Dolgor, N.Dorjdari, N.Algaa, Sh.Tsolmon	Working Group, Secretariat	Government
24	Ensuring the implementation of activities stated in the "MEITI mid-term (2010-2014) strategy" and report on its fulfillment	4 th quarter 2012	Working Group, Secretariat	Related ministries and agencies	Government and related projects
25	Outcome in terms of studying on improving legal environment of EITI, drafting an EITI law concept and developing a bill on EITI	4 th quarter 2012	Ministry of Mineral Resources and Energy, Ministry of Finance	Project team, a working group to draft a bill	EBRD project
26	Concerning on project team's proposal on ways of financing EITI activities	4 th quarter 2012	Minister of Finance Secretariat Sh. Tsolmon	Project team	EBRD project
27	Discuss and endorse Mongolia 5 th EITI Reconciliation Report 2011	4 th quarter 2012	D. Zorigt, B. Dolgor, Sh. Tsolmon	Auditing Consortium	Government
28	Work result to solve unexplained discrepancies	4 th quarter 2012	D.Zorigt, B.Dolgor, assigned officer	Secretariat	-
29	Financial and other policy related issues	In every meeting	Secretary of the National Council	Secretariat	Government
Five. Issues to be discussed at the MSWG meeting					
30	Final version of Mongolia EITI Reconciliation Report 2010	January 2012	Auditing Consortium	Secretariat	-
31	Draft action plan of EITI for the year of 2012	January 2012	Working Group Secretary	Secretariat	Government
32	Content of the Mongolian EITI Reconciliation Report 2011	January 2012	Sh. Tsolmon	Working group	Secretariat
33	Measures to be taken in tracking the EITI Reconciliation Report 2010	April 2012	Secretariat Sh. Tsolmon	-	-
34	Methodological aspects of publishing extractive companies' environment rehabilitation reports, costs of environment protection, and rehabilitation works	June 2012	B. Dolgor, Ministry for Environment and Tourism Mr. Enkhbat	Secretariat Sh.Tsolmon	-
35	Methodological issues of how extractive companies are to contract with local government, experiences and lessons	June 2012	B. Dolgor, Civil Society Coalition N. Bayarsaikhan	Secretariat Sh.Tsolmon	-
36	Methodological issues for releasing of an EITI Report in Aimag level, and guidance for EITI sub-councils in aimags and the capital city	June 2012	B. Dolgor, N.Bayarsaikhan, N.Algaa, Sh.Tsolmon, Secretariat	Multi-Stakeholders Working Group	World Bank
37	Methodological issues for releasing of an EITI Report in Soum level	June 2012	'Publish What You Pay' coalition N. Bayarsaikhan	Secretariat	-
38	Study international legal framework achievements and experience on EITI and present it to MSWG	October 2012	N.Dorjdari, Sh.Tsolmon	Project team	-
39	Methodological aspects of how to inform an information on income of taxes and payments paid to local budget from the extractive companies and its withdrawal application to the central governments and to the public	October 2012	B.Dolgor, MF S.Myagmardash, General Tax Administration D.Battumur, Sh.Tsolmon	Secretariat	Working group of aimag and Capital city

40	Study on legal environment to ensure transparency of petroleum product sharing agreements; Ways to ensure transparency;	October 2012	Petroleum Authority	Ministry of Mineral Resources and Energy	-
41	Select a reconciler; approve evaluation committee members;	December 2012	Secretariat	Head of Working Group, Secretary	-
42	Methodological aspects of how extractive companies are to report their donation and contribution to civil society organizations and individuals	October 2012	"Publish What You Pay" coalition N.Bayarsaikhan	Secretariat	-
43	Draft "Training module"	December 2012	Secretariat, Sh.Tsolmon	Project team	Stakeholders
44	Study decisions made by Government or other related authorities regarding EITI and prepare and present draft on additions/changes to those decisions.	In case of necessity	B.Dolgor, E.Sumiya, N.Dorjdari, N.Algaa, Sh.Tsolmon	Secretariat	-
45	Meetings to be organized based on MSWG members and Secretariat initiative for information exchange and recommendation to EITI implementation aspects	Twice a year	Working Group	Secretariat	-
46	Ensure that Mongolian National Audit Office must have reviewed the Government EITI report; follow up recommendations given from the World Bank	2012	National Council, S. Bayartsogt, Ch. Radnaa	Mongolian National Audit Office, MF, Mongolian Tax Administration (MTA)	-
47	Reports and recommendations by project teams being funded by EBRD	At that time	Secretariat	Directing Council of Project	-
Six. Support from the Secretariat					
48	Activities to provide stakeholders with methodological issues and information shall be performed in accordance with a supplement action plan	2012	Secretariat	-	Secretariat

EITI Mongolia Multi-Stakeholders Working Group

Supplement to the action plan for the year of 2012 EITI Implementation in Mongolia

EITI Mongolia Secretariat's action plan for the year of 2012 EITI Implementation in Mongolia

No	Activities to be implemented by name and type	Timeframe	Responsible party	Co-organizers	Funding sources
WITHIN THE FRAMEWORK OF EITI IMPLEMENTATION IN MONGOLIA					
One. Organizational framework					
1	Organize works to implement a 2012 action plan of EITI and provide daily coordination	2012	Sh. Tsolmon	Working group	Secretariat
2	Coordinate daily works of the Secretariat and inform of the process and result of the works to the head of the MSWG	2012	Sh. Tsolmon	Head of MSWG	Secretariat
Two. Templates and Guidance					
3	Develop templates and its guidance, and organize seminars and workshops to provide guidance on fulfilling recommendation on issuing EITI report	At the end of 2012	Project team	Secretariat	EBRD
Three. Methodological counseling and support. Partnership of the Multi-Stakeholders					
4	Organize multistakeholder's partnership as follows: a/ Regular meetings; б/ Irregular meetings; в/ Official corresponding; г/ Emailing; д/ Phoning; е/ Other methods stated in communication documents.	Regularly	Secretariat	Working Group and Stakeholders	Secretariat
5	Communicate and exchange information with ministries, agencies, governors of aimags and capital city and companies as following ways: a/ Regular meetings; б/ Irregular meetings; в/ Official corresponding; г/ Emailing; д/ Phoning; е/ Other methods stated in communication documents	Regularly	Secretariat	Working Group and stakeholders	Secretariat
6	Members of the National Council and Working Group shall be provided with information as following: a) Agendas, its introduction and decisions made at the meetings of National	Regularly	Secretariat	Working Group stakeholders	Secretariat

	Council and Working Group b) Decisions and recommendations sent by International EITI Steering Committee and Secretariat after translating it into Mongolian from English c) Brief information on activity of the Secretariat				
7	Rule of National Council Meeting and Government Decisions shall be copied and distributed to members of the National Council with signature receipt	Once a year	Secretariat	Stakeholders	Secretariat
8	Rule of Working Group Meeting and Government Decisions shall be copied and distributed to members of the National Council with signature receipt	Once a year	Secretariat	National Council Secretary, Working Group Secretary	Secretariat
9	Original printed copy of the Mongolia EITI Reconciliation Report in English and Mongolian version shall be delivered to members of National Council and Working Group with signature receipt	Once a year	Secretariat	National Council Secretary, Working Group Secretary	Secretariat
10.	Legal acts related with EITI and methodological handbooks, if printed in compilation, shall be handed over to members of National Council and Working Group with signature receipt	When needed	Secretariat	National Council Secretary, Working Group Secretary	Secretariat
11	Information stipulated at provisions #6,7,8,9,10 of this supplement to the Plan of Action shall be delivered to sub-councils of EITI in aimags and capital city	2012	Secretariat Sh. Tsolmon	National Council Secretary, Working Group Secretary	Secretariat
12	Closely collaborating with sub-councils of EITI in aimags and the capital city with distributing EITI related materials and documents, and providing recommendations	2012	Secretariat Sh. Tsolmon	National Council Secretary, Working Group Secretary	Secretariat
13	After participation in the meeting of International EITI Steering Committee, members representing Mongolia shall make a brief report on results of the international event and distribute it to members of National Council, Working Group and Secretariat within 10 working days	2012 –regularly	D.Zorigt, N. Dorjdari	Secretariat	-
Four. Capacity building and Trainings for Stakeholders					
14	Train permanent EITI staffs in MTA and MRA	2012	Working group	Secretariat	Government
15.	Establish methodological working group comprises from government officials who prepare government report in the MoF and ensure that annual government report must be finalized by April of every year.	From the beginning of 2011	S.Bayartsogt, D.Battumur	Secretariat	MoF, MTA
16	Training for government officials who prepare government report – 20 people	2012	Secretariat	MoF, MoMRE	Secretariat
17	Training for local official who prepare government report – 30 people	2012	Secretariat	MoF, MoMRE , MTA	Secretariat
18	Training for companies' accountants - 30 people	2012	Secretariat	MoF, MoMRE , MTA, Mongolian National Mining	Secretariat

				Association,	
19	Training for Deputy Governor's of aimags and districts – 30 people	2012	Secretariat	MoF, MoMRE , MTA. MRA, PA, project team	Secretariat
20	Training for communication capacity building of the Secretariat	2012	Secretariat	Project team	EBRD
Five. Conference and trainings					
21	Regional Conference and Training in Omnogovi Aimag	2012	MoMRE, Governor's Office of aimags	Secretariat	Secretariat
22	Regional Conference and Training in Selenge Aimag	2012	Civil Society Coalition, Governor's Office of aimags	Secretariat	EBRD project
23	Regional Conference and Training in Dornod Aimag	2012	Mongolian National Mining Association, MoMRE, Governor's Office of aimags	Secretariat	Secretariat
Six. Advertising					
24	Update website of the Secretariat	2012	Secretariat	-	Secretariat
25	Place EITI related materials and document in websites of Ministry of Mineral Resources and Energy, Mineral resources Authority, General Customs Office, Nuclear Energy Agency, Mongolian national Mining Association and Open Society Forum etc	2012	Secretariat	Ministry of Mineral Resources and Energy, Mineral resources Authority, General Customs Office, Nuclear Energy Agency, Mongolian national Mining Association and Open Society Forum	Related ministries and organizations
Seven. Publicizing through mass media					
26	TV serials	2012	Secretariat	National Council,	Secretariat

				Working Group	
27	EITI billboard	September 2012	Secretariat	National Council, Working Group	Secretariat
28	Publish EITI in Mongolia 2011 brochure, English/Mongolian version	2012	Secretariat	Working Group	Secretariat
29	Report permanently EITI information and promotion via press and media tools	Annually	Secretariat		Secretariat
30	Organize group meetings, interviews collaborating with press and media organizations	Once in a quarter	Secretariat	Working Group	Secretariat
Eight. Stakeholders cooperation					
31	Organize and arrange stakeholders cooperation	annually	Stakeholders	Secretariat Working group	-
32	Organize an activity to contract with heads of ministries, agencies, governor offices, related organizations and companies	annually	Secretariat	Working Group	stakeholders
33	Cooperate with international organizations, donors and Ministry of Finance	Annually	Secretariat	National Council Secretary, Working Group Secretary	Secretariat
34	Provide members of the National Council and Working Group with information	constantly	Secretariat	National Council Secretary, Working Group Secretary	Secretariat
35	Closely collaborating with sub-councils of EITI in aimags and the capital city with distributing EITI related materials and documents, and providing recommendations	2012	Secretariat Sh. Tsolmon	National Council Secretary, Working Group Secretary	Secretariat
Nine. International cooperation					
36	Deliver Mongolia EITI Reconciliation Report 2011 to the EITI International Secretariat	Jan-April 2012	Secretariat	Working group	Secretariat
37	Communicate with foreign countries and organizations	When needed	D. Zorigt, B. Dolgor	Working group	Secretariat
38	Produce and implement a plan to study international EITI achievements	May 2012	Project team	Secretariat	EBRD project
39	Study international EITI experience	Nov 2012	Project team	Secretariat	-
40	Organize meetings between consultants, stakeholders and members of National Council and Working group	2012	Secretariat Working group	Project team	-
41	Project Steering Committee is to provide project team with management and recommendations on actions	2012	Project steering committee Secretariat	Working group Project team	-
42	Develop a proposal on organizing a national-level meeting to report on implementation of EITI in Mongolia, and put forward this suggestion to the related authorities for realization	2012	Sh. Tsolmon	B.Dolgor, N. Dorjdari N. Algaa	Secretariat

43	Exchange information with EITI International Secretariat and other international organizations	When needed	Sh. Tsolmon	Secretariat	Secretariat
44	Participate in EITI Global Conference, prepare promotional materials	When needed	Secretariat	Secretariat	stakeholders
45	Invite foreign representatives for study their experience	When needed	Secretariat	Working Group	Secretariat
46	Communicate instantly with WB Representative Mission in Mongolia	2012	B. Delgermaa	Sh. Tsolmon	Secretariat
47	Communicate regularly with Ministry of Finance, the Government Secretariat and the State Fund on measures funded from the national budget, and its implementation, fulfillment and result	2012	B. Delgermaa	Sh. Tsolmon	Secretariat
48	Exchange information on process and results of projects funded by the EBRD	2012	Secretariat	Project team	EBRD
49	Organize a meeting of the Project Steering Committee in case of dispute on project implementation	2012	Secretariat	Project Steering Committee	-
50	EBRD project-Measure-2: development plan after project, its implementation ways	Feb 2012	Project team	Secretariat	EBRD
51	Measure 3: Introduction and public discussion on Mongolia EITI reconciliation Report 2010	May 2012	Project team	Secretariat	EBRD
52	Measure 4: introduction on trainings' result	Sep 2012	Project team	Secretariat	EBRD
53	Study MEITI organizational structure and provide recommendation	2012	Project team	Secretariat	EBRD
54	Develop a draft law and discussion on submission of the bill	2012	Project team	Secretariat	EBRD
55	Introduce project process and result to the head of the working group and secretary	When needed	Secretariat	Project team	
56	Give information on project process and result to members of the working group at the meeting of working group	When needed	Secretariat	Project team	
57	Organize executive level seminar on developing nature reserve management strategy in Mongolia	Sep 2012	Project team	Secretariat	EBRD
58	Develop a comprehensive communications strategy and action plan	Feb 2012	Project team	Secretariat	EBRD
59	Training for the Communications Officer and officers in government organizations in charge of EITI	Feb 2012	Project team	Secretariat	EBRD
60	Determination of training needs assessment, target group	Nov-Dec 2011	Project team	Secretariat	EBRD
61	Training Plan and program	Dec 2011	Project team	Secretariat	EBRD
62	Develop a training module	Jan 2012	Project team	Secretariat	EBRD
63	Organize an intensive workshop (12 training courses) on EITIM for target groups	May-Jun, Sep 2012	Project team	Secretariat	EBRD