

MINUTES OF THE 4TH MEETING OF THE SIXTH NATIONAL STAKEHOLDERS WORKING GROUP (NSWG) HELD ON THURSDAY, 12TH DECEMBER 2024.

The National Stakeholders Working Group (NSWG) met on 12 December 2024, both virtually and at the Board Conference Room, NEITI House, Wuye, Abuja.

Attendance

S/N	Name	Designation
1.	Sen. George Akume CON GSO, Dr Maurice Mbaeri)	Chairman (Rep by the Permanent Secretary,
2.	Amb. Matthew Sunday Adoli MFR	Representative of North-Central Zone
3.	Prof. Abubakar Mu'azu	Representative of North-East Zone
4.	Barr. Musa Abdullahi Lawan	Representative of North-West Zone
5.	Chief I. Ikechukwu Ikwuegbu	Representative of the South-East Zone
6.	Dr. Stephen Leo Akpan	Representative of South-South Zone
7.	Mr. Olasupo Abdel-Jeleel Taiwo	Representative of South-West Zone
8.	Mr. Nasir Usman	Representative of NNPC
9.	Mr Dele Ayanleke	Representative of Miners Association, Nig.
10.	Dr. Erisa Danladi Sarki	Representative of the Civil Society
11.	Engr. Nkechi Isigwe	Representative of Women/Geo-Scientists
12.	Comrade Williams Apkoreha	Representative of NUPENG
13.	Dr. Orji Ogbonnaya Orji	Executive Secretary/CEO

Apologies

14.	Mr. Gwueke Ajaifia	Representative (OPTS)
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Absent

1.	Dr. Zacch Adedeji	Representative FIRS
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Observer

1.	His Excellency, Pieter Leenknecht	Ambassador of Belgium to Nigeria
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NEITI Staff in Attendance

1. Mrs Jane Onwumere Coordinating Director, Office of the Executive Secretary
2. Mrs. Sadiya Gashinbaki Team Leader, Legal Unit

REFERENCE: NSWG/04/2024	
1	1.0 OPENING: The Meeting commenced at 11:10 am with the rendition of the First
2	Stanza of the National Anthem as the opening prayer.
3	2.0 REVIEW AND ADOPTION OF THE AGENDA
4	The agenda was reviewed by members and following a unanimous agreement that the
5	agenda was in order, the Chairman called for its adoption.
6	Representative of the South-West Zone moved a motion for the adoption of the agenda and
7	Representative of the North-Central Zone, seconded the motion.
8	NSWG members were notified of apologies from Representative of OPTS.
9	3.0 CHAIRMAN'S OPENING REMARKS
10	The Secretary to the Government of the Federation and Chairman of the National
11	Stakeholders Working Group Sen. George Akume, CON, represented by the
12	Permanent Secretary, General Services Office, Dr. Maurice Mbaeri welcomed NSWG
13	members and delivered the speech of the Secretary to the Government of the Federation
14	(SGF).
15	The SGF welcomed NSWG members, particularly the CSO representatives from the
16	extractive industries and the Belgian Ambassador (joined in observer capacity) to the meeting.
18	He emphasized the opportunity to reflect on the milestones achieved in 2024 and to set the
19	agenda for the coming year. He expressed gratitude to the NSWG for their commitment,
20	collaborative spirit, and dedication throughout the year.
21	Recalling the vision laid out during the inaugural meeting, the Chairman reiterated the
22	President's commitment to transparency, accountability, and good governance in the
23	extractive sector. He charged the NSWG with ensuring that NEITI's operations adhere to
24	these principles.
25	He further outlined the NSWG's role in supporting the Secretariat's objectives, which include
26	the full implementation of the EITI standards, enhancing domestic resource mobilization,
27	promoting Beneficial Ownership disclosures, ensuring contract transparency, engaging with
28	climate change and energy transition policies, and driving reforms in the Petroleum Industry
29	Act (PIA) and the Solid Minerals sector.

30	Key Milestones Achieved in 2024
31	EITI Validation Preparedness: NEITI has made significant strides in preparing for the
32	EITI validation scheduled for July 2026, addressing previously identified gaps to ensure full
33	compliance.
34	Industry Reports and Reforms: NEITI published the 2022 and 2023 Oil & gas and solid
35	minerals reports, uncovering revenue recoveries of \$6 billion and N66 billion. These reports
36	also highlighted critical issues such as subsidy payments and crude theft. The Federal
37	Government has committed to recovering these identified revenues. Additionally, he stated
38	that the draft FASD Audit report is set for review by the NSWG at this meeting.
39	Civil Society Participation: Notably, Representative of Civil Society was elected as the CSO
40	representative on the NEITI Board. The successful conduct of this election free from
41	interference underscores the integrity and effectiveness of the CSO engagements in EITI
42	processes
43	NEITI Companies Forum: The NEITI Companies Forum has been re-established, providing
44	a platform for continuous engagement between NEITI and extractive sector companies.
45	Transparency and Accountability: NEITI has advanced transparency by supporting
46	Beneficial Ownership disclosures and promoting contract transparency, aligning with
47	international standards to combat corruption and illicit financial flows.
48	Capacity Building: NEITI's capacity-building programs, supported by development partners,
49	have improved the NSWG and stakeholders' understanding of the technical aspects of the
50	extractive industries, preparing the ground for 2025.
51	He urged NSWG, moving forward to ensure that we consolidate these achievements
52	and address emerging challenges in alignment with the following policy agenda that
53	will guide our work in the coming year;
54	Policy Agenda for 2025
55	➤ Enhancing Domestic Resource Mobilization: NEITI's reports will continue to identify
56	opportunities to increase government revenues and curb leakages in the extractive sector.
57	➤ Energy Transition and Climate Change: NEITI will prioritize policies that support
58	Nigeria's transition to cleaner energy while safeguarding economic interests, ensuring
59	transparency in the process.
60	➤ Legislative Reforms: The Board will support amendment of the NEITI Act to reflect
61	current realities and legal frameworks for transparency in the extractive industries.

62	➤ Improving Public Engagement: NEITI will increase efforts to disseminate its findings,
63	engaging the public to ensure citizens can hold the government accountable.
64	➤ Operational Efficiency: NEITI's Secretariat will be strengthened to ensure continued
65	professionalism, integrity, and transparency.
66	➤ Collaboration and Partnerships: NEITI will continue to build strong partnerships with
67	key stakeholders to support its mission.
68	The Chairman concluded by reiterating his commitment to lead with integrity and dedication,
69	despite his broader responsibilities. He urged the NSWG to stay focused on institutionalizing
70	transparency and professionalism for the benefit of all Nigerians. He also extended his wishes
71	for a Merry Christmas and a Happy New Year in advance.
72	Following the Chairman's speech, the Representative of the North-Central Zone, reflected on
73	the year's activities, emphasizing the importance of reviewing 2024's progress and preparing
74	for 2025. He thanked NSWG members for their active participation and encouraged the
75	raising of any relevant issues for effective deliberation.
76	4.0 MINUTES OF LAST MEETING
77	The minutes of the meeting held on 25 th September 2024 were reviewed, and members
78	highlighted their comments, observations, and corrections.
79	Representative of the South-West Zone moved a motion for the adoption of the minutes and
80	Representative of Civil Society, seconded the motion, subject to corrections.
81	4.1 MATTERS ARISING
82	Matters arising from the minutes were reviewed as follows:
83	4.1.1 Absence of the FIRS Representative
84	The Executive Secretary reiterated his meeting with Dr. Zacch Adedeji, Executive
85	Chairman of the Federal Inland Revenue Service (FIRS) including several letters
86	notifying him of the appointment to the NSWG Board and the need to attend the
87	meeting or to assign a proxy not lower than the rank of director to represent him. He
88	expressed concern over the non-attendance of the FIRS despite several invitations for
89	meetings and committed to follow up with another letter.
90	4.1.2 NEITI Act Review
91	The Executive Secretary gave an update on the two bills currently before the House of
92	Assembly, reiterating the need to align them with NEITI's internal review. Letters were sent
93	to the Chair of the Petroleum Resources Committee and the bill sponsor, and a visit to the
94	National Assembly was made to understand the basis for the proposed amendments. The

95	response received indicated that the amendments were being brought forward as part of a
96	directive from the Speaker, with the intent to list them for future deliberation. The bills had
97	not been finalized, but NEITI was expected to provide content for the amendments. NEITI
98	has since received the bills, which are now under review by the Ad-Hoc Committee and the
99	full House. He urged the Board to decide whether the bill will be introduced as a member's
100	bill or an executive bill.
101	NSWG agreed that the NEITI Act Review Committee will review the proposed bills alongside
102	the NEITI's internal report and work with Barr. Frank Tietie to produce a plan for the review.
103	A follow-up meeting will be scheduled to continue with the review process.
104	4.1.3 NEITI Staff Promotions
105	The Executive Secretary stated that the Human Resource & Ethics Committee of the
106	Board met and will present their report during the course of the meeting.
107	4.1.4 2025 NEITI Budget
108	The Executive Secretary informed the NSWG of the release of the Call circular for
109	the 2025 budget on 26 November 2024. Submissions were made on 27 th November,
110	2024.
111	5.0 EXECUTIVE SECRETARY'S STATUS UPDATES
112	5.1 Introduction: The Executive Secretary welcomed the NSWG members and
113	highlighted NEITI's activities and achievements for the year 2024. He also reflected
114	on the past 12 months and stated that it has been a year marked by challenges,
115	determination, and tangible progress, guided by our commitment to transparency,
116	accountability, and good governance in Nigeria's extractive industries.
117	5.2 Setting the Stage: The EITI International Mission: The year began with a
118	significant milestone which was hosting a high-level EITI International Mission from
119	the International Secretariat in Oslo. From 22nd to 27th, January 2024. The
120	delegation was led by Mamadou Bady Baldé, Gilbert Makore, and Alex Gordy. They
121	communicated the outcomes of Nigeria's 2023 Validation. The Validation report,
122	which scored Nigeria 72 out of 100, identified several corrective actions that set the
123	tone for NEITI's work in 2024:
124	❖ Immediate Reconstitution of the NSWG
125	❖ Updating NEITI's Industry Reports
126	❖ Enhancing Civil Society and Company Participation
127	❖ Strengthening Government Engagement Frameworks

128	❖ Addressing Internal Process Efficiency and Ethical Standards
129	He expressed his pleasure that NEITI has successfully delivered on these priorities
130	and exceeded expectations.
131	5.3 Reconstitution of the NSWG: In response to the EITI Validation
131	recommendation, President Bola Ahmed Tinubu reconstituted the NSWG on 22 nd
132	April 2024, and the new Board was inaugurated on 25 th May 2024 by the Secretary
133	to the Government of the Federation, Senator George Akume. This timely action
134	earned commendation from the EITI International Secretariat and ensured Nigeria's
135	continued alignment with global EITI standards.
136	5.4 Updating NEITI Industry Audit Reports: One of our key achievements this
137	year has been bringing our reporting obligations up to date:
138	❖ 2022 and 2023 Oil and Gas Industry Reports were published on 26th September
139	2024.
140	❖ 2022 and 2023 Solid Minerals Report followed on 30 th October 2024.
141	❖ Additionally, we are presenting the draft report on the Fiscal and Statutory
142	Disbursement Audit (FASD) for the Board's consideration at today's meeting.
143	❖ These reports not only fulfil our EITI obligations but also provide vital data for
144	informed decision-making and accountability
145	❖ Dissemination of Industry Report is on-going
146	5.5 Enhancing Company Engagements: We established the NEITI Companies
147	forum, a platform designed to foster continuous engagement between NEITI and
148	companies in the oil, gas, and mining sectors. This forum, now with elected
149	leadership, facilitates dialogue, feedback, and collaboration to address industry-
150	specific challenges.
151	❖ Notable engagements include meetings with:
152	❖ Oil Producers Trade Section (OPTS) Companies Forum led by our Extractive Company
153	Representatives, Representative of OPTS of OPTS
154	❖ Miners Association of Nigeria led by Representative of the Miners Association of Nigeria
155	❖ Dangote Refineries and Petrochemicals, advancing private-sector compliance
156	with EITI standards
157	5.6 Strengthening Civil Society Participation: In 2024, the Civil Society Constituency held
158	a transparent and competitive election, resulting in the emergence of Dr. Erisa Danladi as the
159	Representative of Civil Society on the NSWG. The successful conduct of this election was

160	widely recognized and commended, reinforcing the integrity and effectiveness of civil society
161	engagement in NEITI processes.
162	5.7 Strengthening Government Participation: Our collaboration with the
163	government has reached new heights under the leadership of our Board Chairman,
164	the Secretary to the Government of the Federation. Noteworthy milestones include:
165	❖ Active participation in monthly FAAC meetings.
166	❖ Inclusion in the Presidential Committee on Tax and Fiscal Policy Reforms.
167	❖ Advocacy for NEITI's role in the National Council on Climate Change and Green
168	Economic Solutions.
169	❖ Participation in the Presidential Retreat at the State House, where we highlighted
170	NEITI's impact and future plans.
171	5.8 Engagement with International Development Partners: NEITI's engagement
172	with development partners is strong.
173	❖ We have received support from the Ford Foundation for a study on the impact of
174	the energy transition on Nigeria's economy.
175	❖ The EU's IDEA/ROLAC project continues to support governance and anti-
176	corruption efforts and is sponsoring the presentation of our report on 26 th
177	September 2024.
178	5.9 Reconstitution of the Inter Ministerial Task Team (IMTT): After a seven-year
179	hiatus, the IMTT was reconstituted to implement NEITI's recommendations and
180	advance reforms in the extractive sector. A remediation plan is being developed, and
181	we anticipate convening the IMTT soon to commence implementation.
182	5.10 Special Study on Energy Transition: NEITI commissioned a study on the
183	impacts of the global energy transition on Nigeria's economy, funded by the Ford
184	Foundation. This study aims to provide actionable insights for Nigeria's energy
185	future. The inception report will be shared for NSWG review and feedback.
186	5.11 NEITI Data Centre Project: The NEITI Data Centre Project is a strategic
187	initiative aimed at providing a centralized, secure repository for extractive sector
188	data.
189	The objectives include:
190	❖ Easy public access to NEITI reports and industry data.
191	❖ Supporting evidence-based advocacy and engagement.
192	❖ Enhancing data security and systematic disclosure in line with EITI standards

193	❖ This project aligns with Nigeria’s Open Data policy commitments and will serve
194	as a cornerstone for transparency and accountability in the extractive sector.
195	5.12 Inter-Agency Collaborations: NEITI is strengthening its engagement with
196	other government agencies through bilateral meetings on remediation. MoUs are
197	being drafted with the National Bureau of Statistics (NBS) on data sharing and the
198	National Human Rights Commission (NHRC) on protecting civic space for civil
199	society organizations. These engagements will conclude before the next meeting.
200	5.13 Strengthening Internal Operations: The NEITI HR manual is under review, a
201	NEITI handbook has been published and the Data Center report have been drafted. A
202	knowledge center for the Secretariat is being established, and two FAAC quarterly
203	reviews (Q2 & Q3 2024) along with a policy advisory to the Government have been
204	published.
205	The Executive Secretary concluded his status update by highlighting the significant
206	strides NETI has made in transparency, accountability, and stakeholder engagement.
207	These achievements were made possible by the collective commitment of the
208	government, civil society, companies, the media, and our development partners. He
210	extended his heartfelt gratitude and appreciation to President Bola Ahmed Tinubu
211	GCFR, Senator George Akume CON, all Board Members, and dedicated NEITI staff
212	for their unwavering support. Together, we are building a transparent, accountable
213	extractive industry for the benefit of present and future generations. He invited the
214	NSWG to review the full updates made available to them and welcomed their
215	comments on any of the matters presented before the Board.
216	6.0 STAKEHOLDERS CONSTITUENCY REPORTS
217	6.1 CIVIL SOCIETY ORGANIZATION
218	Representative of Civil Society, reported her election as the National Coordinator of Publish
219	What You Pay Nigeria, conducted in a transparent and competitive process. The successful
220	conduct of this election was widely recognized and commended, reinforcing the integrity and
221	effectiveness of civil society engagement. She emphasized the need for stronger collaboration
222	between the Civil Society Constituency and NEITI, particularly in outreach programs,
223	training, and dissemination of reports. This collaboration would strengthen the relationship
224	and build a cooperative layer between NEITI and civil society organizations in achieving
225	common objectives.

226	6.2 MINERS ASSOCIATION OF NIGERIA
227	Representative of the Miners Association of Nigeria, discussed logistical challenges and
228	reiterated the need for the prompt release of the FASD report to facilitate the dissemination
229	of the information. He requested NEITI to expedite the dissemination process to enable
230	engagement with stakeholders in his constituency. Representative of the Miners Association
231	of Nigeria updated members on the mining week between the last meeting held, which the
232	Ministry of Mines & Steel participated, NEITI is a supportive organization. Executive
233	Secretary delivered a goodwill message at the event. Members of the Board were invited and
234	two participated. He Called on members of the Board to take advantage of subsequent events
235	i.e., the planned retreat for companies in the solid minerals sector in the 1st quarter of the
236	coming year so they can participate better in NEITI activities
237	6.3 GENDER/WOMEN IN EXTRACTIVES
238	Representative of Women/Geo-Scientists, raised concerns regarding the under-representation
239	of women and vulnerable groups in the extractive industry. She called for the inclusion of
240	women and persons with disabilities in all NEITI activities and highlighted the environmental
241	and health impacts that extractive activities, particularly in the oil and gas and solid mineral
242	sectors, have on women and children in affected communities. Engr. Isigwe advocated for
243	environmental impact assessments and proposed a comprehensive census of minerals across
244	Nigeria, aimed at assessing their socio-economic effects on women and children. She
245	suggested that these assessments be done in collaboration with the President of the Miners
246	Association.
247	6.4 ZONAL REPRESENTATIVES' UPDATES
248	6.4.1 NORTH CENTRAL
249	Representative of the North-Central Zone stated that since assumption of office, he has not
250	held meetings in the north-central but is working towards meeting with his constituency in
251	January 2025 in Abuja or Jos where mining activities mostly occur. He commended the
252	support from the President, Miners Association of Nigeria in releasing contacts to assist in
253	these visits.
254	6.4.2 NORTH WEST
255	Representative of the North-West Zone, reiterated the need for letters of introduction. He
256	stated that in 2025, he plans to hold engagements with his constituency but needs support of
257	the Secretariat.

258	6.4.3 NORTH EAST:
259	Representative of the North-East Zone informed the Board that letters to miners and
260	introductory letters have been sent to Governors under the North East Zone.
261	6.4.4 SOUTH SOUTH
262	Representative of the South-South Zone, emphasized the need for zonal offices to be
263	empowered to enable effective engagements within their constituencies. He added that for
264	effective discussions on utilization of resources at the zonal level, zonal offices must be
265	functional and strengthened to get the relevant data required for necessary assessments of
266	impact.
267	He recounted an incident that occurred in a community in his geopolitical region where the
268	paramount ruler of Ikot Abasi reached out to him being a member of the Board to relay
269	complaints about an extractive industry company in the locality which he alleged forced his
270	community to be relocated to another local government. This relocation caused dire distress
271	to the people and they felt treated unfairly. He concluded by committing to proving a report
272	to the NSWG for further review of the matter and finding the best course of action.
273	6.4.5 SOUTH WEST
274	Representative of the South-West Zone, informed NSWG that he had met with miners in the
275	zone through Miners Association of Nigeria who share an office in Ministry of Solid Minerals.
276	He reported that they decried the slow pace of inspection due to very limited resources. Thy
277	have only two project vehicles covering six states and experienced challenges bothering on
278	people encroaching on sites, conflicts between companies and indigenous people. There are
279	also losses as a lot of mining activities are going on in Lagos, but the Government receives
280	nothing. He urged that Secretariat to write the necessary agencies to ensure royalties are
281	collected and remitted to the Federal Government.
284	6.4.6 SOUTH EAST
285	Representative of the South-East Zone, concurred with the submissions by other NSWG
286	members in the zones on logistics issues. He also called for closing of knowledge gaps to
287	enable the NSWG function better.
288	6.4.7 RESPONSE BY THE EXECUTIVE SECRETARY TO CONSITUENCY
289	REPORTS
290	In response to the Constituency Reports, the Executive Secretary, provided several
291	clarifications on the operational capacity and strategic limitations of NEITI.

292	a. The NEITI mandate: The Executive Secretary reminded the NSWG members that NEITI
293	operates within the confines of the NEITI Act 2007 and the global standards set by the
294	Extractive Industries Transparency Initiative (EITI). NEITI's mandate is to promote
295	transparency in the extractive sector through information sharing and collaboration with
296	stakeholders. Therefore, while NEITI works closely with stakeholders, it must operate
297	within its established framework and limitations.
298	b. Introductory Letters: The Executive Secretary further acknowledged the need for
299	introductory letters and logistical support for zonal representatives to facilitate
300	engagement with local stakeholders, including state governors. He assured that
301	introductory letters would be provided to enhance the work of the zonal representatives.
302	However, the Secretariat's ability to provide vehicles or financial resources for zonal
303	offices was limited by the constraints of the NEITI mandate and budget. The Executive
304	Secretary clarified that while NEITI would continue to support its representatives with
305	available resources, it was not feasible to provide dedicated vehicles or extensive financial
306	backing for individual zones at this time.
307	c. Capacity Building and Resource Allocation: The Executive Secretary also highlighted
308	that the 2025 budget includes provisions for capacity building for NSWG members. This
309	would involve training and the provision of necessary resources, including laptops and
310	other logistical support, as funds become available. However, it was emphasized that
312	NEITI must operate according to the principles of the EITI, which prioritizes transparency
313	and accountability. NEITI's budget is structured to ensure that activities are carried out
314	efficiently and in alignment with its core mandate.
315	d. NEITI's Role in Monitoring and Evaluation: Regarding the concerns over monitoring
316	and evaluation, the Executive Secretary explained that NEITI's approach to monitoring is
317	most often indirect. NEITI works through key stakeholders, such as civil society
318	organizations and government agencies, to assess and report on the impact of extractive
319	activities. This method is in line with EITI standards.
320	The Executive Secretary, concluded by thanking members for their contributions, stating
321	that they were duly noted and encouraged them to align their expectations with the realities
322	of NEITI's capacity, to continue working together to further the goals of transparency and
333	accountability in Nigeria's extractive industries.

334	7.0 REPORT OF THE NSWG COMMITTEES:
335	7.1 REPORT OF THE EXTRACTIVE COMMITTEE
336	71.1 FISCAL ALLOCATION AND DISBURSMENT AUDIT (FASD) (COMPONENT
337	1) The Executive Secretary presented the report on behalf of the Chairman of the Committee,
338	Mr Gwueke Ajaifia, OPTS Representative in his absence. He presented the report with the
339	following key highlights
340	a. Revenue Generation and Remittance:
341	Total remittances to the Federation Account for 2022 and 2023 amounted to ₦25.04 trillion,
342	comprising:
343	❖ Mineral Revenue: ₦8.81 trillion (35%)
344	❖ Non-Mineral Revenue: ₦10.18 trillion (41%)
345	❖ VAT: ₦6.05 trillion (24%)
346	b. Major Contributors:
347	❖ NUPRC contributed 47% of mineral revenue, though it experienced a 35% decline due to
348	reduced crude oil prices.
349	❖ FIRS contributed 42% of mineral revenue and 56% of non- mineral revenue, reflecting
350	improvements in tax collection systems.
351	❖ NNPC contributed 10% of total mineral revenue, with a 79% increase in remittances
352	linked to reforms under the Petroleum Industry Act (PIA).
353	After deliberation on the report, the NSWG noted the report and gave approval for
354	recommendations put forward by the Committee.
355	7.2 REPORT OF THE AUDIT AND RISK COMMITTEE OF THE NSWG
356	The Chairman of the Audit and Risk Committee, Representative of the South-West Zone,
357	presented the Committee's report to the Board. The Report included a summary of key
358	discussions and recommendations made during the Committee's meeting held on the 9th of
359	December 2024. The following items were addressed:
360	7.2.1 Presentation of Committee Mandate & Overview of NEITI Internal Audit Process
361	❖ The Committee reviewed and adopted its terms of reference.
362	❖ The Committee acknowledged the internal audit processes embedded within NEITI to
363	ensure proper checks and balances, recommending that the measures in place be sustained.
364	7.2.3 NEITI Audited Financial Report 2023
365	An overview of the 2023 NEITI Audited Financial Statement was presented. The overview
366	highlighted that NEITI's external auditors, submitted the audited financial report in March

367	2024. The report was reviewed and approved by the office of the Secretary to the Government
368	of the Federation and copies dispatched to relevant stakeholders in compliance with existing
369	regulations. The Director of Finance and Accounts was invited to the meeting to address all
370	issues arising from the Audited Financial Statement.
371	The Committee reviewed the Report, sustained the approval by the SGF and made
372	observations based on the issues and recommendations highlighted in the report. The
373	Committee commented on the following;
374	❖ Creation of login details for the internal auditors on the NEITI Remita platform.
375	❖ Provision of a fireproof cabinet in the Secretariat.
376	❖ Provision of a backup IT server.
377	❖ Expressed concerns regarding the capability of the Express Book Accounting software to
378	operate in real-time.
380	7.2.4 NEITI 2024 Budget Implementation
381	A summary of the 2024 NEITI Budget implementation was presented to the Committee. As
382	of November 2024, the following implementation status was recorded:
383	❖ 74% of the capital budget was released.
384	❖ 100% of the personnel budget was released.
385	❖ 70.2% of the overhead costs were released.
386	The implementation of the 2024 Budget is ongoing.
387	7.2.5 NEITI Internal Audit Standard Operating Procedure
388	The Committee also received a presentation of the draft Internal Audit Standard Operating
389	Procedure (SOP) and after its review adopted the SoP.
390	7.2.6 Presentation of NEITI Audit Mitigation Measures
391	The Committee Chair stated that the Committee reviewed and adopted the NEITI Audit
392	Mitigation Measures and further advised that it is utilised within the organisation.
393	7.2.7 RECOMMENDATIONS
394	Following the presentation of the Committee report, the Committee Chair invited the NSWG
395	to note the highlights of the report, consider and approve their recommendations as follows;
396	❖ The existing NEITI internal audit process should be maintained.
397	❖ Committee members undergo training and capacity building in internal control and
398	compliance oversight functions.
399	❖ Internal auditors should be granted immediate access to the NEITI Remita platform to
400	ensure proper transaction oversight.

401	❖ A fireproof cabinet should be procured and dispatched for use in risk-sensitive areas of
402	the Secretariat.
403	❖ An IT backup server should be provided to secure NEITI's data and information.
404	❖ Management is advised to consider replacing the ExpressBook Accounting software with
405	a more robust, globally recognized accounting software at the earliest opportunity.
406	❖ The NSWG is encouraged to treat compliance issues with seriousness, particularly with
407	regard to directives from the Audit Committee, which will aid in ensuring full compliance.
408	❖ Approve and adopt the Internal Audit Standard Operating Procedure for implementation
409	and the NEITI Audit Mitigation Measures.
410	7.2.8 COMMENTS FROM NSWG
411	Representative of Women/Geo-Scientists, suggested that, in future meetings, the Audit
412	Committee should present its report prior to other committees' reports for more in-depth
413	discussions. Other NSWG members concurred with this suggestion and agreed with
414	recommendations presented.
415	7.2.9 APPROVAL OF AUDIT AND RISK COMMITTEE REPORT
416	Representative of the North-Central Zone, North Central Zonal Representative moved a
417	motion to approve recommendations by the Audit and Risk Committee and was seconded by
418	Engr Nkechi Isigwe, Representative of Women/Geo-scientists.
419	7.3 REPORT OF THE HUMAN RESOURCES AND ETHICS COMMITTEE OF THE
420	NSWG
421	The Chairman of the Human Resources and Ethics Committee, Chief Israel Ikwuegbu (South-
422	East Zone Representative), presented the Committee's report highlighting the following;
423	7.3.1 Mandate and Terms of Reference: The Committee reviewed and adopted its Terms of
424	Reference, ensuring alignment with applicable rules and regulations.
425	7.3.2 Overview of NEITI Human Resources Processes: The Committee received and
426	adopted an overview of NEITI's human resources processes, confirming their compliance with
427	relevant guidelines.
428	7.3.3 Human Resources Secretariat Presentation
429	The Committee acknowledged a comprehensive presentation on human resources and
430	ethics, covering the following key points:
431	❖ Distribution of NEITI staff across geopolitical zones and states.
432	❖ The NEITI organogram.
433	❖ Specific responsibilities of the Human Resources and Ethics Department.

434	❖ A review of the HR Manual.
435	❖ Staff members undergoing promotion or secondment.
436	7.3.4 NEITI Secretariat Review: The Committee reviewed the status of the NEITI
437	Secretariat and found it satisfactory.
438	7.3.4 HR Manual Review
439	The Committee received an update on the HR Manual's review and advised that the process
440	should continue. The NSWG is to be informed and support this ongoing review.
441	7.3.5 Staff Representation and Secondment
442	The Committee Secretary provided an overview of the Secretariat and staff. The Committee
443	reviewed the status of staff on secondment, ensuring clarity on roles and responsibilities.
444	7.3.6 Staff Promotion
445	The Committee was briefed by the Executive Secretary on the status of the 2024 promotion
446	exercise and the Committee's expected role in its delivery.
447	7.3.7 Recommendations
448	❖ Training: Members agreed on the need for official training in human resources, ethics,
449	and compliance to improve oversight functions.
450	❖ Commitment to HR Matters: The Committee urged the Human Resources team to
451	maintain focus on HR matters for the optimal functioning of NEITI.
452	❖ Approval of Secretariat Status: The Committee approved the current status of the
453	NEITI Secretariat.
454	❖ HR Manual Review: The NSWG Committee will seek Board approval to continue the
455	HR Manual review and present a draft at the next NSWG meeting.
456	❖ Staff Secondment Report: The Secretariat should prepare a detailed report on staff
457	secondment, covering roles, responsibilities, and duration for review by the Committee.
458	❖ Promotion Exercise Plan: The Executive Secretary should provide a timeline and plan
459	for completing the 2024 promotion exercise, ensuring all documentation is prepared for
460	further action.
461	7.3.8 NSWG COMMENTS TO THE REPORT
462	❖ NEITI HR Manual: Questions were raised regarding whether the NEITI HR Manual
463	replaces the Public Service Rules (PSR). It was clarified that the PSR provides general
464	guidelines, while the HR Manual is specific to NEITI's operations. In case of conflict,
465	the PSR takes precedence. The HR Manual, approved in 2011, is being updated.

466	❖ Promotion Exercise Plan: It was emphasised that promotion is a critical welfare issue,
467	with a call for expedited action.
468	❖ Staff Secondment Report: Regarding secondment, it was clarified that seconded
469	officers' vacancies are filled with next level officers and salaries are managed by
470	agencies they are seconded too. Secondment does not hinder NEITI's operations, and a
471	detailed staff list is available on the NEITI website.
472	7.3.9 APPROVAL OF HUMAN RESOURCES COMMITTEE REPORT
473	Representative of the Miners Association of Nigeria moved a motion
474	to approving the Committee's recommendations and Representative of the South-West Zone
475	seconded the motion.
476	7.4 CONSIDERATION AND APPROVAL OF BOARD MEMOS
477	7.4.1 FISCAL ALLOCATION AND STATUTORY DISBURSEMENT – EITI
478	COMPONENT
479	Following the presentation of the report by the Extractive Committee, the NSWG Board was
480	invited to consider and approve this first part of the report to ensure Nigeria meets the EITI
481	deadline while the second phase of the work continues, expected to be completed in the first
482	quarter of next year 2025 in alignment with the requirement of the EITI Standard.
483	APPROVAL OF FASD REPORT (EITI COMPONENT)
484	Representative of the North-Central Zone, moved motion to approve recommendation and
485	was seconded by North West Zonal Representative
486	7.4.2 2025 NEITI BUDGET
487	The Executive Secretary presented the 2025 NEITI budget. He stated that the budget will
488	focus on domestic resource mobilization designed using NEITI independent industry reports
489	to block leakages and provide incentives towards revenue generation through public
490	disclosure. He added that it was also designed to strengthen NEITI operations in the Solid
491	Minerals and the Gas Sectors to support Nigeria's response to energy transition and green
492	economic solutions. The budget estimate is structured to include inclusive growth and enhance
493	economic stability under the "Renewed Hope" agenda of the present administration and
494	NEITI's global affiliation and Nigeria's leadership role in the global Extractive Industries
495	Transparency Initiative (EITI).

496	APPROVAL OF THE 2025 NEITI BUDGET
497	Having exhaustively reviewed the draft 2025 budget, the Representative of the South-West
498	Zone moved a motion to ratify the 2025 NEITI Budget subject to corrections and amendments
499	and Representative of the North-Central Zone seconded the motion.
500	7.4.3 2025 NIGERIA EITI COUNTRY WORK PLAN
501	The NEITI Secretariat produced a draft work plan for the year 2025 with inputs from all its
502	departments. The draft work plan is based on the proposed budgetary provisions in the 2025
503	Federal government budget, and financial support from two development partners – Ford
504	Foundation and European Union/Rule of Law and Anti-Corruption Program (RoLAC). The
505	activities contained in the work plan are consistent with the requirements of EITI 2023
506	Standard, and aligned with the objectives of the NEITI 2022-2026 Strategic Plan.
506	In line with EITI guidance note 5 and requirement 1.5 of the EITI standard, the NSWG was
507	invited to consider and approve the Nigeria EITI draft 2025 Country Work Plan.
508	APPROVAL OF 2025 NIGERIA COUNTRY WORKPLAN
509	Representative of the South-West Zone moved a motion to ratify the Nigeria EITI draft 2025
510	Country Work Plan subject to corrections and amendments and Representative of the North-
511	Central Zone, seconded the motion.
512	8.0 AOB
513	8.1 NSWG MEETINGS
514	The NSWG reiterated that the 1 st meeting of the year and closing meetings for the year should
515	be physical instead of Virtual or hybrid.
516	8.2 NEITI Handbook
517	The NSWG welcomed the development of the NEITI Handbook, aimed at enhancing
518	public education and engagement. Copies will be shared with NSWG members at a
519	physical Meeting, however soft copies have been uploaded on the NEITI website.
520	9.0 CLOSING
521	Amb Matthew Sunday Adoli MFR, thanked all members for their contributions to the
522	meeting and called for the adjournment for the meeting.
523	Representative of the South-West Zone moved the motion to adjourn the meeting and
524	Representative of Civil Society, seconded the motion. The meeting ended at 3:30 pm.

SIGNED:



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Orji Ogbonnaya Orji Ph.D
Executive Secretary



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Jane O. Onwumere
Director Legal Services