

NEITI WORK PLAN FOR 2009

ACTIVITY	ACTION REQUIRED	TIMELINE	RESPONSIBILITY	OUTPUT	EXPECTED SMART OUTCOME(S)
TARGET 1: CONDUCT STUDIES AND ANNUAL AUDITS					
Conclude 2005 Audit	Submit to President, NA and Various Publics	1st Quarter 2009	Director Fin.& Admin	Publication of 2 nd audit report	Open dialogue and debate around EI revenues
Audit of 2006 & 2007	Seek FEC Approval to Award Contract for Audit of years 2006/07, also benchmark study on oil production costs	1st Quarter 2009.....2nd Quarter 2009	Director Fin.& Admin	Publication of 06/07 audit	Same as above
Value for money Audit			Director Tech	Publication of VFM audit	Benchmark set for oil & gas production costs
Secretariat Audit of 2008	Auditor Selection and Award of Contract	1st Quarter 2009	Director Fin.& Admin	Auditor's report	Open & Transparent NEITI internal accounts
Audit of World Bank Multi Donor Trust Fund Project Accounts	Selection of Auditors	4th Quarter 2009	DFA	Auditor's report	Open & Transparent NEITI internal accounts
Solid Mineral studies	Identify study topics and develop ToRs, also kickstart procurement process.	2nd Quarter	Ag. Tech Director	Solid Minerals sector assessment study	Mining audits becomes part of the annual NEITI Audits
			Director Fin.& Admin	Solid Minerals Regulatory Framework	
Oil & Gas studies			Ag. Tech Director & Director Fin.& Admin	Studies/ Reports on various aspects of Oil & Gas sector	On-going & Sustained monitoring of the oil & gas sector

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TARGET 2: REMEDY IDENTIFIED LAPSES					
Study on metering/ Licensing	Finalize Procurement Process and Award of Contract.....	1st Quarter 2009.....	Ag. Tech Director & Director Fin.& Admin	Metering & Licensing study	Road Map for comprehensive HCMB & Licensing template
Revenue Flow Interface study Develop TORs and Initiate procurement Process1st Quarter 2009	Ag. Tech Director & Director Fin.& Admin	Revenue Flow Interface baseline study	Road Map for Information sharing including SPIs
Follow-up remediation studies (1)	Follow up actions from Metering and Revenue Flow Studies	2nd Quarter 2009	Act. Tech. Director	Stage 2 reports on metering/licensing and revenue flow interface	Pre implementation Processes established
Stakeholder Workshops on Remediation	Agree dates/ Topics with stakeholder Agencies	Quarterly	Director Fin.& Admin	Study Teams Identified for human and technical capacity needs assessment	Better understanding of capacity needs
Follow-up remediation studies (2)	Output from Workshops	3rd Quarter 2009	Act. Tech. Director	On going sector remediation	Continual fixing of Identified lapses
Sector Governance	Review of OGIC Report, dev TORs	2nd Quarter 2009	Act. Tech. Director	Implementation Survey of OGIC Report	Monitoring of OGIC Implementation
TARGET 3: ENSURE ACCOUNTABILITY IN RESOURCE APPLICATION BY GOVERNMENT					
Research/studies on Anti- Corruption & Governance Survey (TUGAR)	Conclude Procurement process and Contract Award	1st Quarter 2009	Director Fin.& Admin/ Head, TUGAR	Report on various anti corruption initiatives	Coordination of various anti corruption and governance initiatives
Quantification of benefits of Implementing EITI/ Remediation	Dev TOR's	2nd Quarter 2009	Director Fin.& Admin/ Head, TUGAR	Clearly enumerated benefits of implementing EITI	Justification for further FGN and Donor support

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DFID Project Completion Review and Design Mission	Visit from Consultants	1st Quarter 2009	DFID Project Manager	Clearly enumerated benefits of implementing EITI	Justification for further DFID support
TARGET 4: BUILD CAPACITY OF CRITICAL STAKEHOLDERS					
Civil Society Training/ Capacity Building	Conclude procurement process and Contract Award	2nd Quarter 2009	Communications Director & DFA	Training of over 100 active members from civil society groups	Enhanced understanding and engagement with NEITI
Civil Society mapping/engagement	Commence procurement process for Trainers.	1st Quarter 2009	Communications Director	Comprehensive analysis of CSO sector focused on EI	Effective engagement will critical CS partners
Workshop on Mining Issues	Agree dates with stakeholders	2nd Quarter 2009	DFA/ TD	Critical Issues in the Mining sector	Basis for NEITI Mining Audits
Stakeholder Training on NEITI Requirements	Agree dates with stakeholders	1st Quarter 2009	Ag. Director Tech & Director Fin.& Admin	Understanding of the NEITI audit templates & processes	Enhanced understanding of the NEITI audit process
TARGET 5: ENHANCE PUBLIC AWARENESS					
Baseline awareness study	Award of Contract	1st Quarter 2009	Communications Director	Baseline survey of perceptions/knowledge of NEITI	Level of awareness of NEITI.
Develop and implement brand strategy for NEITI	Develop TOR and commence procurement Process	1st Quarter 2009	Communications Director	Upgraded corporate identity for NEITI	NEITI and its work as identifiable as EFCC's

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Production and printing of NEITI audit report	Contracted. Deliverables for final payment awaited.	1st Quarter 2009	Communications Director	First audit published in an easy-to-read, high quality format	Information on first NEITI Audits available in comprehensive and comprehensible manner
Quarterly newsletter (printed & e-version)	Contracted. Deliverables for final payment awaited.	1st Quarter 2009	Communications Director	Quarterly newsletters sent out to stakeholders	Update on NEITI and EI Industries
Information kits	As above	Jul-08	Communications Director	Information material on NEITI	Easy to read literature on NEITI
Website upgrade	As above	Jul-08	Communications Director	Database driven website in line with the EITI website	On line info and literature on NEITI
Validation Workshop with Civil Society	Agree dates with stakeholders	1st Quarter 2009	Director Communications	Civil Society Input in NEITI Validation Process	Ownership of the work of NEITI Civil Society
NEITI Audits Public Awareness Campaign and Capacity Building	Develop TOR and commence procurement Process	1st Quarter 2009	Communications Director & Director Fin.& Admin	Radio, TV and Print mass media information blitz.	Better understanding of the significance of NEITI among Nigerians
Short Term (3 Months) Communications Consultant	Award of Contract	1st Quarter 2009	DFA	An Operational Communications Unit	Continuity until the position is filled on a permanent basis
TARGET 6: STRENGTHEN NEITI SECRETARIAT					
Upgrading operations manual	Contracted. Deliverables for final payment awaited.	1st Quarter 2009	Director Fin.& Admin	Final operational manual	Ease reference for Secretariat procedures.

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Transparency Training	Conclude Procurement process and Contract Award	1st Quarter 2009	Director Fin.& Admin	Enhanced transparency skills/tool-kit for Secretariat staff and core	Transparent and accountable workforce
Solid Minerals Training	Conclude Procurement process and Contract Award	2nd Quarter 2009	Ag. Technical Director & Director Fin.& Admin	Enhanced understanding of solid minerals sector issues for Staff & core	Prepping of personnel and core stakeholders for mining audit report
Generic Staff Training and C4C funded Staff Retreat	Collation of Staff Training needs and	TBD	DFA	Skilled and competent Staff	Ability to deliver on the NSWG mandate
Outreach to Judiciary	Finalize ToRs and kick start procurement process	2nd Quarter 2009	Communications Director & Director Fin.& Admin	Enhanced understanding of applying the NEITI Act in prosecutions among	High Court Judges grounded on EI Issues
Training on M&E	Dev TORs & Procurement	2nd Quarter 2009	Act. Tech. Director	Quarterly reporting framework for NEITI	Improved oversight of the EI
Technical Training	Dev TORs & Procurement	3rd Quarter	Act. Tech. Director	In House Specialized Technical Training	Improved oversight of the EI
Management Training	Conclude Procurement process and Contract Award	1st Quarter 2009	Director Fin.& Admin	Enhanced management skills among senior NEITI Secretariat staff	Highly skilled NEITI Strategic Management
TARGET 7: STRENGTHEN LINKAGES WITH REGIONAL AND GLOBAL EITI					
EITI Validation	Approval of TOR by Oslo Secretariat	1st Quarter 2009	Director Fin.& Admin	NEITI passes successfully through the EITI validation process	Nigeria as first Compliant EITI implementing country
Linkage to Global EITI	On going	Annually	Communications Director	NEITI participation at the International EITI Conference in Doha	Nigeria's regional role and international commitment validated.