



EITI Albania Work Plan 2015

Cover note

This document represents EITI Albania Work-plan for year 2015.

In this document, EITI Albania and the Albanian MSG have put down the tasks to achieve and have also identified the objectives that we want to accomplish during the year 2015.

Priority of this year agenda is inclusion of water resources, hydro energy, in EITI reports, concretely inclusion in the 2013 EITI report.

Also EITI Albania Secretariat aims the publication of two EITI reports within the year, the reports EITI 2013 and EITI 2014. This realization depends on the availability of funds during this year.

Studies considered as very necessary for this year's activity from EITI Albania and MSG, that will contribute to qualitative improvements into the management of the sector, are:

- Post rent distribution Study (*This study was planned for implementation in 2014 work plan and was not realized because of not providing funds*);
- Revenue Potential Study (*Procurement process has started in 2014*);
- Feasibility Study for EITI Data Integrated Systems in Albania, which will serve further for the creation and operation of the Extractive Industry Information Centre EITI in Albania.

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Theme	Objective	Activity	Responsible Person/Institution	Timescale	Cost
<i>Work plan 2015</i>	<i>Preparation of the work plan aligned with the EITI standards</i>	<i>Planning activities</i> <i>Reorganization of activities including unrealized activities of the work plan 2014</i> <i>Presentation to the interested groups</i> <i>Online publication in the official website of EITI Albania</i>	<i>EITI Albania Secretariat</i> <i>MSG</i>	<i>January 2015</i>	<i>None</i>
<i>MSG</i>	<i>Reorganization of MSG in accordance with new standards of EITI</i>	<i>Confirmation of members</i> <i>Preparation of Terms of Reference for MSG</i> <i>Organize MSG meetings for TOR approval</i> <i>Adaption of MSG regulation according to the membership status of EITI Albania Secretariat</i>	<i>MEI</i> <i>EITI Albania Secretariat</i> <i>MSG</i>	<i>January – May 2015</i>	<i>None</i>
<i>Public awareness towards transparency</i>	<i>Package for Public awareness campaign as per activities foreseen in the Communication Strategy 2015</i>	<i>Invitation to Quote Shopping for “non-consulting” services</i> <i>Tendering and selection process</i> <i>Signing of the contract with the company selected</i>	<i>EITI Albania Secretariat</i>	<i>January – June 2015</i>	<i>WB grant</i> <i>21,000 Usd</i>



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<p><i>Study on the revenue potential study of extractive industries</i></p>	<p><i>Informing the public and establish transparency on potential revenues from extractive industry</i></p>	<p><i>Selection of the consultancy company in accordance with the standards of the World Bank procurement</i></p> <p><i>Signing of the contract with the company selected</i></p> <p><i>Publication of the study</i></p>	<p><i>EITI Albania Secretariat</i></p>	<p><i>Process started on September 2014</i></p> <p><i>Study expected delivery on June 2015</i></p>	<p><i>WB</i></p> <p><i>WB Grant</i></p> <p><i>75'000 USD</i></p>
<p><i>Hydro energy study</i></p>	<p><i>Study on the inclusion of water resources, hydro energy, in EITI reports.</i></p>	<p><i>Selection of the consultancy company in accordance with the standards of the World Bank procurement</i></p> <p><i>Signing of the contract with the company selected</i></p> <p><i>Publication of the study</i></p>	<p><i>EITI Albania Secretariat</i></p>	<p><i>January – April 2015</i></p>	<p><i>WB</i></p> <p><i>WB Grant</i></p> <p><i>12'000 USD</i></p>
<p><i>Feasibility Study for EITI Data Integrated Systems</i></p>	<p><i>Conducting a study on current data systems and the possibility of generating a system where the information for EITI report is automatically generated</i></p>	<p><i>Selection of the consultancy company in accordance with the standards of the World Bank procurement</i></p> <p><i>Signing of the contract with the company selected</i></p> <p><i>Publication of the study</i></p>	<p><i>EITI Albania Secretariat</i></p>	<p><i>January – March 2015</i></p>	<p><i>WB</i></p> <p><i>WB Grant</i></p> <p><i>13'000 USD</i></p>
<p><i>Exercising map for extractive industry in Bulqiza</i></p>	<p><i>Pilot study, exercising map on EITI data collection, processing and publication.</i></p>	<p><i>Discussion and approval of MSG for the TOR</i></p> <p><i>Publication of Expression of Interest</i></p> <p><i>Tendering and selection process</i></p> <p><i>Signing of the contract with the Consultant</i></p> <p><i>Publication of the study</i></p>	<p><i>EITI Albania Secretariat</i></p>	<p><i>January – June 2015</i></p>	<p><i>State budget</i></p> <p><i>10'000 USD</i></p>



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<i>Annual activity report 2014</i>	<i>Preparation of the EITI Albania progress report for year 2014</i>	<i>Description of EITI Albania activities during 2014. Analysis and evidencing of the Issues and obstacles that caused delay in meeting planned 2013 activities.</i>	<i>EITI Albania Secretariat MSG</i>	<i>March 2015</i>	<i>None</i>
<i>EITI 2013 and EITI 2014 reports</i>	<i>Preparation of TOR including Hydro energy Selection of Independent Administrator</i>	<i>Discussion and approval of MSG for the terms of reference referred to the EITI standards Approval of the ToR from the EITI International Secretariat and Acknowledgement from the World Bank Publication of Expression of Interest for the Independent Administrator Tendering and selection process Signing of the contract with the Independent Administrator</i>	<i>EITI Albania Secretariat /MSG EITI International World Bank EITI Albania Secretariat EITI Albania Secretariat</i>	<i>March – June 2015</i>	<i>Donors State budget TBD – Funds not available yet Expected 110'000 USD *</i>
<i>Reconciliation - Good governance of extractive industry revenues in local government</i>	<i>Reconciliation of income received from mining rent in Patos Municipality and fund management for the benefit of community during 2012</i>	<i>Establish a working group with representatives of EITI Albania and MSG Preparation of reconciliation - transparency report on the use of funds in the context of community development</i>	<i>EITI Albania Secretariat MSG</i>	<i>March – October 2015</i>	<i>None</i>
<i>Institutionalization of EITI Albania</i>	<i>Providing a stable legislation for the implementation of EITI in Albania</i>	<i>DCM on EITI Albania Secretariat status Amendment and improvement of the law for hydrocarbons by including the clause of obligation to report EITI. Hydrocarbon law</i>	<i>MEI; MSG; EITI Albania Oil And Gas Directory MEI; MSG; EITI Albania</i>	<i>January - December 2015 March 2015</i>	<i>None</i>



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	<i>Compliance of EITI standards with Albanian legislation</i>	<p><i>Review of the law on mineral rent and its distribution; proposal of mechanisms how the fund will be administered</i></p> <p><i>Guidance on procedures and deadlines for EITI reporting EITI in new Mining Law no. 134/2014 dt.9.10.2014</i></p> <p><i>Guidance on increasing the number of indicators in EITI reports.</i></p>	<p><i>EITI Albania; MSG</i></p> <p><i>EITI Albania; MSG Mining Directory MEI</i></p> <p><i>EITI Albania; MSG</i></p>	<p><i>March – December 2015</i></p> <p><i>March – December 2015</i></p> <p><i>March – December 2015</i></p>	
<i>MSI Integrity Report</i>	<i>Implementation of the MSI Integrity report recommendations</i>	<p><i>Translation of MSI Integrity report in Albanian language</i></p> <p><i>Establish a working group with representatives of MSG and Albanian EITI Secretariat</i></p> <p><i>Adoption of MSI Integrity recommendations for MSG</i></p>	<i>EITI Albania Secretariat MSG</i>	<i>April – July 2015</i>	<i>None</i>
<i>Enrichment of EITI reports</i>	<i>CSR reporting activity in the framework of EITI reports</i>	<i>Inclusion in the terms of reference of EITI reports</i>	<i>EITI Albania Secretariat MSG</i>	<i>April – June 2015</i>	<i>None</i>
<i>Surveys on EITI impact</i>	<p><i>Survey on the impact of EITI activity at the end of the publicity campaign</i></p> <p><i>Survey on the impact of EITI activity after the publication of reports EITI 2013 and EITI 2014</i></p>	<p><i>Distribution and filling of questionnaires filled in: Bulqize, Patos, Fier, Selenice, Kukes, Librazhd, Perrenjas, Pogradec, Tirana, Fushe Kruje</i></p> <p><i>Statistical analysis of the data obtained from the questionnaire</i></p> <p><i>Publication of the analysis on the EITI impact</i></p>	<i>EITI Albania Secretariat</i>	<p><i>June 2015</i></p> <p><i>December 2015</i></p>	<i>None</i>



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<p><i>Communication Strategy 2016</i></p>	<p><i>Preparation of the Communication Strategy 2016</i></p> <p><i>Preparation of the work plan for 2016</i></p>	<p><i>Setting objectives and goals</i></p> <p><i>Listing of communication strategy activities</i></p> <p><i>SWOT analysis</i></p> <p><i>Advertising campaign</i></p> <p><i>Planning activities for 2016</i></p> <p><i>The online publication in the official website</i></p> <p><i>Presentation to the interested groups</i></p>	<p><i>Communication Consultant EITI Albania</i></p> <p><i>EITI Albania MSG</i></p>	<p><i>September – December 2015</i></p> <p><i>November 2015 – January 2016</i></p>	<p><i>Donors</i></p> <p><i>State Budget</i></p> <p><i>Expected 5'000 USD *</i></p> <p><i>None</i></p>
<p><i>Publication of the reports EITI 2013 and EITI 2014</i></p>	<p><i>Presentation of the EITI stakeholders with the results of the reports</i></p> <p><i>Presentation of the reports EITI 2013 and EITI 2014 to the public</i></p>	<p><i>Publication in the official website of EITI Albania and MEI</i></p> <p><i>Publication on Facebook and on Energy portal</i></p> <p><i>Press conference</i></p> <p><i>Distribute the report to extractive companies, local government units, civil society and other interest groups such as donors, central government institutions, parliamentary groups, environmentalists, etc.</i></p> <p><i>Advertising the report in media (TV spot, newspapers)</i></p>	<p><i>EITI Albania</i></p> <p><i>EITI Albania MEI</i></p> <p><i>EITI Albania</i></p> <p><i>EITI Albania</i></p>	<p><i>September – December 2015</i></p>	<p><i>Donors</i></p> <p><i>State Budget</i></p> <p><i>TBD – Funds not available yet</i></p> <p><i>Expected 40'000 Usd *</i></p>



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<p><i>Capacity building</i></p>	<p><i>Training programs for the EITI Albania staff</i></p> <p><i>Training for CSOs</i></p> <p><i>Training/Workshop for the new government officials</i></p> <p><i>Training /workshop for MSG members</i></p>	<p><i>ASPA trainings; Transparency Initiatives, EITI Standards, Communication, Public Policy Development, Project Management, Public Procurements, ect.</i></p> <p><i>Training of employees of local or central government related to extractive industry, for the EITI implementing country obligations, EITI standards and EITI reports.</i></p> <p><i>Training of MSG members, on the role of MSG, scope, power and ability to deliver progress.</i></p>	<p><i>EITI International EITI Albania Secretariat</i></p> <p><i>World Bank Expert</i></p>	<p><i>January – December 2015</i></p> <p><i>September – December 2015</i></p> <p><i>September – December 2015</i></p>	<p><i>EITI Albania</i></p> <p><i>Donors</i></p> <p><i>State Budget</i></p> <p><i>Expected 15'000 USD *</i></p>
<p><i>Awareness-raising and information-giving</i></p>	<p><i>Publication of EITI Albania activities to be recognized by the public</i></p> <p><i>Increasing the impact and public debate</i></p> <p><i>Production of information materials</i></p>	<p><i>Information activities in the media, press releases, conferences, forums, publicity, etc.</i></p> <p><i>Meetings with the interested groups</i></p> <p><i>Competition among high school students in cities where extractive industry companies operates</i></p> <p><i>Continuous updating of the website</i></p> <p><i>Price for the best publication article - EITI Albania Journalist</i></p> <p><i>Printing of brochures, leaflets, banners, different promotional and information materials</i></p>	<p><i>EITI Albania Secretariat</i></p>	<p><i>January – December 2015</i></p>	<p><i>EITI Albania</i></p> <p><i>Donors</i></p> <p><i>State Budget</i></p> <p><i>Expected 5'000 USD *</i></p>



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<i>Additional studies and reports contributing to Transparency</i>	<i>Study of transparency about the usage of rent income in local government</i>	<i>Define of the mechanisms for the use of rent income by the local government</i> <i>Meetings with mayors and central government and stakeholder groups for the distribution of rent</i>	<i>EITI Albania Secretariat MSG</i>	<i>April 2015 – February 2016</i>	<i>Donors State Budget TBD- Expected 30'000 USD *</i>
	<i>EITI Information Center of Extractive Industry</i>	<i>Establishment of operational structures within the Albanian EITI Secretariat</i> <i>Implementation of data integrated system</i>	<i>EITI Albania Secretariat MSG</i>	<i>September 2015 – December 2016</i>	<i>TBD- Expected Min 92'400 Usd * Max 270'720 Usd *</i>
				<i>Expected Total Cost</i>	<i>428'400 USD</i>

**Funding for these activities is expected from the new grant of World Bank.*