

ALBEITI – IMPROVED WORK PLAN FOR THE YEAR 2011-2013

Activity	Action(s) Needed	Timetable	Responsible People	Estimated Costs & Source of Funding	Expected Output/Outcome
OBJECTIVE ONE: COMMITMENT TO PARTICIPATE IN THE EITI BY MEETING APPLICATION REQUIREMENTS					
1a. Participation in the EITI (Initiative for Transparency in Extracting Industries) Global Conference	<p>1. MSG and ALBEITI Secretariat confirm Albanian Government implementation of required steps and fulfillment of requirements to become an EITI member country</p> <p>2. Participate with a delegation in the International EITI Conference in Paris, France in March 2011</p> <p>3. Participate with a delegation in the EITI International Conference in 2013</p>	<p>Participation in the Fifth Conference of EITI International in Paris, France on March 01-02, 2011</p> <p>Participation in the EITI International Conference in 2013</p>	<p>Deputy Minister of Economy, Trade and Energy,</p> <p>Head of ALBEITI Secretariat</p>	<p>not / applicable EITI and support from local donors</p> <p>3,000 \$ budget and / or donor funds EITI</p>	<p>Meeting of obligations and procedures aiming at full membership in the Extractive Industries Transparency Initiative (EITI) is achieved.</p> <p>Participation in international activities is ensured</p> <p>Discussion, knowledge gaining, exchange of experiences and contacts with leaders and members of the EITI are ensured.</p>
1b. Completion of Secretariat staff following the establishment of central points in the Albanian government (the Chairman of the Working Group (MSG) and the Secretariat Director)	<p>Secretariat ALBEITI completes the staff, based on the Government Decision and on Orders from the Prime Minister and METE</p>	<p>January - February 2011</p> <p>Based on Council of Ministers Decision (CMD) No.540, dated 07.07.2010 and on Prime Minister (PM) Order No.201 dated 03.12.2010 and on Order of the Minister of Economy, Trade and Energy No. 896, dated 21.12. 2010 for the organizational structure of the ALBEITI Secretariat</p>	<p>Minister of Economy, Trade and Energy</p> <p>MSG Chairman Head of ALBEITI Secretariat</p>	<p>not / applicable</p>	<p>In implementing the CMD No.540, dated 07.07.2010 and the PM Order No.201, dated 03.12.2010, the director of the ALBEITI Secretariat was appointed</p> <p>In implementing the tasks of the Minister of Economy, Trade and Energy Order No.896 dated 21.12.2010, the organizational structure of the ALBEITI Secretariat at METE was approved, aiming at monitoring and guiding EITI implementation process, in addition to MSG directed by the Deputy Minister of METE</p> <p>The ALBEITI Secretariat staff was completed and the level of work to implement EITI procedures was enhanced</p>

<p>1c. Getting to know the commitment of the Government, which undertakes to work with all stakeholders (such as civil society, companies, etc.) for EITI implementation</p>	<p>1. Contact and coordinate with civil society main representatives and with private companies for drafting the first EITI report; 2. Operate the Inter-Institutional Working Group (MSG), granting the right to participate also to external third party representatives, which demonstrates the commitment of the Government and supervises EITI process in continuity. 3. Extend the participation of stakeholders in the MSG meetings, by setting the quorum of a minimum of 50% of their presence in the MSG meeting. 4. Improve the Act of Rules of MSG 5. Participation of stakeholders who will be part of MSG, to support ALBEITI action (acceptance, participation and cooperation among them) at the validation phase in Albania in regard to EITI reporting and in continuity.</p>	<p>January - March 2011</p> <p>The most important interest groups for participating in the MSG of EITI will be invited to participate in the MSG meetings. Interest groups will be informed in continuity.</p> <p>March - May 2011 Letters of Invitation to extend the participation of stakeholders in MSG. August – September 2011</p>	<p>MSG Chairman Head of ALBEITI Secretariat</p>	<p>not / applicable</p>	<p>Participation and involvement of stakeholders that will be participating in the actions of MSG and ALBEITI Secretariat, as part of the work on the validation report and concrete action to be presented to the Central Board of EITI in Oslo, Norway, is ensured.</p> <p>Extension of stakeholders' presence in the MSG is ensured.</p> <p>Improvement the Act of Rules of MSG in relation to appointing non Government entities representatives and to notices on MSG members' changes is done.</p> <p>Acceptance and commitment, participation and continuous collaboration with stakeholders on the objectives, scope and concrete work to implement EITI are ensured.</p>
<p>1d. MSG and its participating stakeholders get to know the work done in preparing the bids for foreign consultants who will develop the reconciliation and validation EITI reports</p>	<p>Prepare and approve the TORs procedures for appointment of consultants to support ALBEITI work and the MSG (such as government agencies, petroleum companies, mining companies, civil society entities experts, etc.)</p> <p>Present, discuss and approve the draft reports prepared by the independent EITI administrator and validator</p> <p>Report and discuss the work done to achieve the concrete deadlines for the special reports required to obtain Albania's membership in EITI</p>	<p>The first meeting of ALBEITI MSG with members and guests to be held on January 04, 2011;</p> <p>January - May 2011 January – May 2012 to EITI report 2010 and following 2013</p> <p>MSG meetings will be conducted every month and MSG will constantly monitor the concrete work of consultants and of ALBEITI Secretariat</p>	<p>MSG and ALBEITI Secretariat</p>	<p>not / applicable</p>	<p>Discussion and approval of TORs, of deadlines and bid procedures for consultants are made.</p> <p>Discussion and approval of draft reports from MSG, discussion and approval of final reports required to obtaining EITI membership for the membership; all are done respecting quality of work and planned deadlines. Implementation of EITI report 2010 will be made within the period May 2012</p> <p>Regular monthly meetings of MSG discussed and lead to fulfillment of obligations versus Albania's membership in EITI.</p>

Activity	Action(s) Needed	Timetable	Responsible People	Estimated Costs & Source of Funding	Expected Output/Outcome
OBJECTIVE TWO: DRAFT, DEVELOP AND PUBLISH AN EITI WORK PLAN					
2a. Drafting, development and publication of an EITI work plan and of its implementation schedule	<p>Draft and develop a Work Plan valid to be published and which defines the main lines of work within ALBEITI's tasks deriving from Albania's application and process in EITI (initially through a validation report that will be considered by the EITI Board).</p> <p>The Work Plan is dynamic and will be updated whenever necessary. The work plan will be improved based on the recommendations of the International EITI Secretariat for Albania after the EITI Board meeting on October 25-26, 2011</p> <p>Organize a press conference in February 2011, to make known in public this ALBEITI Work Plan and another press conference in June 2011, February 2012 to make known the results and improved Work Plan 2011 - 2013.</p>	<p>Publication of the ALBEITI Work Plan 2011 within January 2011.</p> <p>Publication of ALBEITI Work Plan 2011-2013 within June 2011. Within 25 January 2012 will be improving and publication of the Work Plan 2011 – 2013.</p> <p>Publication of the ALBEITI improved Work Plan 2011 - 2013, reflecting all comments and recommendations made, comments and recommendations that will be constantly provided during the implementation periods.</p>	<p>MSG and Secretariat ALBEITI</p>	<p>State Budget and the World Bank project.</p> <p>Main costs relate to time spent and efforts from the MSG and the ALBEITI Secretariat</p>	<p>A published Work Plan for the ALBEITI Secretariat, on the basis of which the work done is reported, analyzed and updated, in accordance with the implementation of EITI procedures and relevant deadlines.</p> <p>Work Plan 2011 – 2013 will be improved by incorporating the recommendations and results achieved each year beginning 2012 and 2013.</p> <p>Improved work plan will be published within date January 25, 2012.</p>
2b. Identification of sustainable financial sources for EITI implementation	<p>Ensure funds from the State Budget and / or from local and foreign donors of EITI, seeking also other funding sources to support EITI implementation.</p> <p>Prepare the required budget and argument it.</p> <p>Prepare and apply for projects, agreements etc., in order to obtain grants and different funds from local and foreign donors.</p>	<p>January 2011</p> <p>The Revision in September 2011</p> <p>Presentation of the Draft Budget for 2012 and 2013</p> <p>Presentation of projects and applications within the due deadlines, mainly in the first 6 months of the years 2011-2013.</p>	<p>MSG and ALBEITI Secretariat</p>	<p>State Budget and local and foreign donors</p> <p>Guaranteeing of a fund of 6 million ALL / year for EITI activities, financed from the State Budget for 2011 -2013.</p> <p>The Project with the World Bank for the support of EITI, providing a funding of USD 275,000 from the WB for 2011- 2012.</p>	<p>Sustainable revenues to support the implementation of EITI are ensured.</p> <p>Support of ALBEITI from the State Budget and from other donors is ensured.</p> <p>Application and submission of proposals to various donors to obtain supporting funds for ALBEITI is done.</p>

				<p>Additional support funds USD 110,000 in 2012 from the World Bank.</p> <p>Contacts and applications for support from local donors for 2011 with a funding of USD 91,000.</p> <p>Applications and contacts in this direction will be also in 2012 and 2013.</p> <p>Main costs relate to time spent and efforts from the MSG and the ALBEITI Secretariat</p>	
2c. Definition of the Statute and tasks of MSG and of ALBEITI Secretariat	<p>Improve the legal framework.</p> <p>Approve the Statute, the procedures and the Act of Rules of MSG</p> <p>Approve the Statute, the Terms of Reference (TORs) and the Act of Rules for the ALBEITI Secretariat staff and the staff employed / engaged for the performance of the tasks set by the MSG and in support of its work.</p> <p>Improvements in TOR for MSG based on new rules published EITI 2011.</p>	<p>Within June 2011</p> <p>Within February 2011</p> <p>Revision and improvement</p> <p>Within September 2011 approval the MSG regulations being adopted new rules published EITI 2011</p>	The staff recruitment point will be the ALBEITI Secretariat in METE and the MSG will recruit Secretariat staff	<p>not / applicable</p> <p>60 million ALL in 2011 – from the State Budget</p> <p>60 million ALL in 2012 – from the State Budget</p>	<p>High level work is conducted and set deadlines are respected.</p> <p>Coordination of work from the ALBEITI Secretariat, in support of MSG Work Plan tasks and fulfilling the obligations versus the EITI International Secretariat is ensured.</p> <p>Matching rules and relevant procedures to ALBEITI with improvements and changes in rules EITI 2011.</p>

Activity	Action(s) Needed	Timetable	Responsible People	Estimated Costs & Source of Funding	Expected Output/Outcome
OBJECTIVE THREE: REMOVE OBSTACLES TO OBLIGATIONS UNDER EITI / CAPACITY BUILDING AND PERFORMANCE					
3a. Revision of legal framework to identify potential obstacles to EITI implementation	<p>Review the legislation to identify possible obstacles in implementing EITI.</p> <p>Draft procedures to comply Albania's legislation with EITI requirements.</p>	March - July 2011	MSG and ALBEITI Secretariat	not / applicable (MSG and ALBEITI Secretariat)	<p>The legal / regulatory / contractual basis is improved and freed from obstacles to EITI implementation</p> <p>A memorandum of understanding is signed with the oil and gas companies, agreeing to</p>

<p>3b. MSG should demonstrate that it has a clear and comprehensive definition of “material payments and revenues” to be reported from companies to local government authorities.</p>	<p>Improve the legal basis of private companies and State entities reporting of financial data.</p> <p>Improvement of legal frameworks for reporting from private companies and state.</p> <p>MSG should discuss, analyze and take a decision on the materiality of payments, revenues to be included in the templates. MSG should discuss and agree on:</p> <ol style="list-style-type: none"> i. Payments and revenues to be reported ii. Companies that should report iii. State institutions that should report. iv. Period to be reported v. Summarising of the data in the EITI report <p>MSG should discuss and agree that payment and revenues to be included in the report are:</p> <ol style="list-style-type: none"> 1. Payment and revenues based on production of private companies. 2. Payment and revenues based on production of state companies. 3. Profits taxes 4. Royalties 5. Dividends 6. Bonuses(such as signature, discovery, production) 7. Licence fees, rental fees, entry fees and other consideration for licences 8. and/or concessions <p>For the requirements 1-8 will be analyzed from MSG their materiality. MSG will take in consideration the exploration if it is material in the final report of EITI. MSG will analyze all payment in central and local government.</p> <p>MSG will undertake steps:</p> <ul style="list-style-type: none"> - To agree on payment and revenues of 	<p>March 2012</p> <p>Continuously</p> <p>March 2011 December 2011</p>			<p>apply EITI procedures until legislation improvements are introduced.</p> <p>Preparation and approval of MOU with hydrocarbons companies for EITI report.</p> <p>During the agreement for payment and revenues MSG should decide on the materiality of payments on central and local level, and to be included or not in the final report of reconciliation. MSG should discuss and decide if payment on local government should be material or not. Nevertheless payment on local government are not materials (about 2%) these will be included in the templates for year 2010.</p> <p>In the templates will be included also state institutions where the payments are done.</p> <p>To assure maximum participation in the reporting, companies will be invited to declare on voluntary bases any payment that they consider important.</p> <p>Company to be reconciled are grouped according to payments and not only on production and kind of mineral.</p> <p>MSG decides on threshold and its movements up and down.</p>
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<p>3c. MSG should demonstrate that all companies and state institutions that make or receive material payments are participating in the reporting process .</p>	<p>oil companies to be reconciled for year 2010, 2011. - To agree on payment and revenues of oil state company Albpetrol reconciled for year 2010, 2011. - To agree on payments and revenues on mining companies to be reconciled for year 2010,2011</p> <p>MSG should take steps on :</p> <ol style="list-style-type: none"> 1.Legal improvements on the reporting of company's according to EITI criteria's and the approved templates. 2.Improvement of Regulations and procedures on the reporting of company's according to EITI criteria's and the approved templates 3.Agreements and MOU on the reporting of company's according to EITI criteria's and the approved templates. 4.In case that companies don't report, the governments take steps to assure that the report be realised in a fixed date. <p>State institutions (tax office, customs, Finance Ministry etc.) support MSG and the reporting process.</p> <p>MSG encourage (where it is possible legally and technically) reporting payments and revenues and, publishing periodically online and computer based (3-6-9 monthly report).</p>	<p>Continuously</p> <p>March2011 December 2011</p>			<p>Improvement of legal framework that companies and state institutions to be force to report accordin to templates approved from MSG.</p> <p>MSG has agreed a MOU between hydrocarbon companies and ALBEITI secretariat for the report payments.</p> <p>Computer information can be used during reconciliation for EITI report. Organization and functioning of database of ALBEITI secretariat for the data of the companies.</p> <p>VKM No. 233 Dated 23.03.2011 “ For approval of templates publishing and payments of revenues on central and local level in the Republic of Albanian the initiative of EITI” according to this VKM, private and state companies and institutions where the payments are done are forces by law to report.</p>
<p>3d. MSG should clarify its approach for ensuring that company and government disclosures to the reconciler (all reports from companies to state and from the state) are based on audited accounts to international standards.</p>	<p>MSG should take steps to ensure that companies' reports are based on accounts audited to international standards. The government should :</p> <ol style="list-style-type: none"> 1.Improve the legal framework that all oil and mining companies report on international audit standards. 2.MSG propose to the government improvements of regulations on 	<p>Continuously</p> <p>March 2011 December 2011</p> <p>March 2012</p>			<p>Extractive industries companies assure international auditive standards. If this standards are realised the state and companies will agree to achieve this standards within a time table.</p> <p>The execution of the orden of METE No. 307 – 312, date 13.04.2011 for the</p>

<p>3e. MSG should ensure and demonstrate that all material payment made from companies to government (oil, gas, and minerals) are reported to the reconciler and are incorporated into the EITI report.</p> <p>3f. MSG should ensure and demonstrate that all material revenues received by government from companies (oil, gas, and minerals) are reported to the reconciler and are incorporated into the EITI report.</p>	<p>international audit standards 3. MSG propose MOU to the companies government that reports to be done according to international audit standards</p> <p>Studies and analyzes will be done on payments of the companies on 6 months yearly based.</p> <p>The process will be monitored to ensure that all companies that report payments are included to the EITI report.</p> <p>Studies and analyzes will be done on revenues of the companies on 6 months yearly based.</p> <p>The process will be monitored to ensure that all companies that report revenues are included to the EITI report.</p>	<p>Continuously</p> <p>March 2011 December 2011</p> <p>March 2012</p>			<p>declaration of companies. MSG will confirm officially that the reports of the government are legal and trustful.</p> <p>The reporting process to be basen as much as possible on international auditing standard.</p> <p>Companies make transparent all payments according to approved templates.</p> <p>Execution of discipline measures for reporting in time of the data</p>
<p>3g. Capacity building/training for Government specialists on EITI and extractive industries issues</p>	<p>Train the State employees</p> <p>Train the MSG members</p> <p>Organize workshops and seminars for MSG members and public employees, institutions, etc., related to EITI activities.</p> <p>Organize a study tour to gain experience from other countries.</p> <p>Organize a self-assessment workshop.</p> <p>Activities, training, seminars, meetings with representatives of central and local government, in the regions of extractive industries, Burrel, Mat, Patos, Fier, Perrenjas, Vlore etc. To achieve the rise</p>	<p>March - December 2011</p> <p>According to the detailed Work Plans of 2012 and of 2013</p> <p>May 2012</p> <p>Training and seminars in: - Fier, Patos October 2011, March, October 2012</p>	<p>MSG and ALBEITI Secretariat</p>	<p>USD 26,000 from the project with the WB in 2011-2012</p> <p>The State Budget and donors for 2011 - 2013 (Implementing Agencies and Consultants for trainings, workshop and study tour)</p>	<p>The understanding of EITI and of issues related to it is bettered. EITI implementation is improved, as well as the relations of the representatives of extractive industries among them and with Government representatives, appreciated by the stakeholders.</p> <p>Cooperation with the civil society and with other stakeholders for the regional development and the community is achieved.</p> <p>Qualification to implement EITI requirements is reached.</p> <p>Growing participation in the process of EITI.</p> <p>Growing of awareness for the implementation of the EITI process.</p>

	of participations and awareness for an efficient EITI process.	<ul style="list-style-type: none"> - Bulqize November 2011, April, July 2012 - Selenice February, Setember 2012, - Prrenjas- Librazhd March, July, October 2012 - Pogradec – Korce March, Setember 2012 - Tirane March, July, Setember 2011 - Tirane March. July, Setember 2012 			Application of multi activities in the process of EITI. Training for the application of the duties of EITI according to approved and published rules
3h. Capacity building/training for the civil society (including media) on EITI and extractive industries issues	<p>Train the civil society in general, by informing it and generating discussion with civil society regarding EITI issues</p> <p>Train the civil society members of the MSG</p> <p>Organize workshops and seminars / training and information sessions on specific issues related to different stakeholders according their interests</p> <p>Organize a self-assessment workshop.</p> <p>Activities, training, seminars, meetings with representatives of civil society, in the regions of extractive industries, Burrel, Mat , Patos, Fier, Perrenjas, Vlore etc. To achieve the rise of participations and awareness for an efficient EITI process</p>	<p>April - December 2011</p> <p>According to the detailed Work Plans of 2012 and of 2013</p> <p>May 2012</p> <p>Training and seminars in:</p> <ul style="list-style-type: none"> - Fier, Patos October 2011, March, October 2012 - Bulqize November 2011, April, July 2012 - Selenice February, September 2012, - Prrenjas- Librazhd March, July, October 2012 	MSG members from Civil society and media MSG and ALBEITI Secretariat	<p>USD 15, 000 from the project with the WB in 2011-2012</p> <p>The State Budget and donors for 2011 - 2013 (Implementing Agencies and Consultants for trainings, workshop and study tour)</p>	<p>The understanding of EITI and of issues related to it is bettered. EITI implementation is improved, as well as the relations of the representatives of extractive industries among them and with Government representatives, appreciated by the civil society.</p> <p>Cooperation with the civil society and with other stakeholders for the regional development and the community is achieved.</p> <p>Suggestions / recommendations and support from the civil society (through a better understanding from it of extractive industries issues) are given.</p> <p>Growing of participation in the process of EITI.</p> <p>Training for the application with affectivity in the process of EITI.</p> <p>Application of multi activities in the process of EITI.</p> <p>Training for the application of the duties of EITI according to approved and published rules</p>

		<ul style="list-style-type: none"> - Pogradec – Korce March, September 2012 - Tirane March, July, September 2011 - Tirane March, July, September 2012 			
3i. Capacity building / training of other stakeholders (companies) on EITI and extractive industry sector issues	<p>Train companies in general, by informing them and generating discussion with the companies of petroleum and mining sectors regarding EITI issues</p> <p>Train the companies' members of the MSG</p> <p>Organize workshops and seminars / training and information sessions on specific issues related to different stakeholders according their interests</p> <p>Organize a self-assessment workshop.</p> <p>Activities, training, seminars, meetings with representatives of Group of Interest, in the regions of extractive industries, Burrel, Mat, Patos, Fier, Perrenjas, Vlore etc. To achieve the rise of participations and awareness for an efficient EITI process. Open invitation for participation</p>	<p>April - December 2011</p> <p>According to the detailed Work Plans of 2012 and of 2013</p> <p>May 2012</p> <p>Trajnime dhe seminare ne :</p> <ul style="list-style-type: none"> - Fier, Patos October 2011, March, June 2012 - Bulqize November 2011, April, July 2012 - Selenice February, September 2012, - Prrenjas- Librazhd March, July, October 2012 - Pogradec – Korce March, September 2012 - Tirane March, July, September 2011 - Tirane March, July, September 2012 	<p>MSG members from companies (of extractive industries)</p> <p>MSG and ALBEITI Secretariat</p>	<p>USD 10,000 from the project with the WB in 2011-2012</p> <p>The State Budget and donors for 2011 - 2013 (Implementing Agencies and Consultants for trainings, workshop and study tour)</p>	<p>The understanding of EITI and of issues related to it is bettered. EITI implementation is improved, as well as the relations of the representatives of extractive industries among them and with Government representatives, appreciated by the companies.</p> <p>Cooperation with the companies for the regional development and the community is achieved.</p> <p>Suggestions / recommendations and support from the companies are given.</p> <p>Growing of participation in the process of EITI.</p> <p>Training for the application with affectivity in the process of EITI.</p> <p>Application of multi activities in the process of EITI.</p> <p>Training for the application of the duties of EITI according to approved and published rules.</p>
3j. Public outreach activities	<p>Preliminary Communication and Information Strategy of 2011</p> <p>Communication and Information</p>	<p>January 2011</p> <p>June 2011</p>	<p>MSG and ALBEITI Secretariat, Experts</p>	<p>USD 10, 000 from the project with the WB in 2011-2012</p>	<p>Continuous information and in diversified forms on the mining and petroleum sectors in Albania is given at a greater extent, being accurate, reliable and readable by a wider</p>

	<p>Strategy 2011-2013</p> <p>Seminars, TV and radio talk shows and round tables, press articles, newsletters, websites, lists of addresses, e-mailing lists, etc..</p> <p>Printing of information brochures, articles, etc.</p> <p>Publishing in media, TV</p> <p>Publication and distribution of leaf-lets Publication and distribution news letter Organization of ALBEITI journalist club</p>	<p>April - December 2011</p> <p>According to the detailed work plans of 2012 and of 2013</p> <p>In continuity</p> <p>In continuity Every month October 2011, May 2012 Every 3 months 2012 - 2013 July 2011</p>	<p>engaged for this purpose</p>	<p>USD 23, 000 from the project with the WB in 2011-2012</p> <p>The State Budget and donors for 2011 - 2013 (Implementing Agencies and Consultants for publicity work, TVs, Radios, publications, workshops, etc).</p>	<p>public.</p> <p>Increased opportunities for information to a wide public are in place, targeting the civil society, the community, etc. and the stimulation of these stakeholders' interest to tackle extractive industries' issues and the regional and community development in extractive areas.</p>
3k. Capacity building and sustainable monitoring of revenues	<p>Improve legislation for financial data reporting.</p> <p>Define procedures and deadlines of data collection for evaluation.</p> <p>On the basis of production plans for each year, MSG and ALBEITI Secretariat may decide each year on what data to add, in order to have a more detailed reporting to achieve a sustainable monitoring of revenues from all companies.</p> <p>Organize a self-assessment workshop</p>	<p>March 2011</p> <p>April - December 2011</p> <p>According to the detailed work plans of 2012 and of 2013</p> <p>In continuity</p>	<p>MSG and ALBEITI Secretariat</p>	<p>USD 5,500 from the project with the WB in 2011-2012</p> <p>The State Budget and donors for 2011 - 2013</p>	<p>Increased capacity among stakeholders is reached and a sustainable monitoring of revenues for the entire Government and companies is in place.</p>

Activity	Action(s) Needed	Timetable	Responsible People	Estimated Costs & Source of Funding	Expected Output/Outcome
OBJECTIVE FOUR: COMPLETION AND DISTRIBUTION OF THE EITI REPORT					
4a. Development of reporting templates for the EITI report	<p>The ALBEITI MSG has agreed the form of reporting results in the ALBEITI report and ensures that this reporting is simple, understandable, comparable to the form of reports that are used for EITI and contains all the necessary data.</p>	<p>March 2011</p>	<p>METE MSG and ALBEITI Secretariat</p>	<p>USD 2,500 USD in 2011 – 2012 from the WB project</p> <p>The State Budget and donors for 2011 - 2013</p>	<p>Reporting templates are according the standards used by the EITI reports.</p> <p>Support by legal acts for mining and petroleum companies is ensured, initially the support was based on a memorandum of</p>

	The MSG estimates and determines data to be collected, their method of reporting by companies and government and guarantees the receipt of this information (the data received from the government and companies should be based on accounts audited to international standards).			Main cost is time and efforts of MSG and ALBEITI Secretariat	understanding. The recommendations of the EITI and the WB consultants are implemented.
4b. Determination and Agreeing on levels of confidentiality (level of aggregation /disaggregation)	MSG ALBEITI will discuss and agree on the level of confidentiality that will be used in reports on EITI maintaining information related commercial activity and influence with the companies but by creating a balance and the right to public information concerning the activity of extractive industries, in terms of payments to companies and the revenues obtained by the State. Treatment recommendations and the experience gained from the first EITI report.	March – April 2011 October – November 2011	METE MSG and ALBEITI Secretariat	Main cost is time and efforts of MSG and ALBEITI Secretariat	Determination of levels of data confidentiality is ensured. Support for the preparation of EITI report 2010
4c. Define the procedures and deadlines for recruiting consultant who will prepare the Annual Report and final report EITI based requirements and reporting EITI forms for extracting industries (Regarding this activity and 4a)	MSG ALBEITI should determine procedures, tasks and time requirements for administrators, validators and independent consultants who will prepare reports in accordance with EITI requirements and forms, which must be reliable, efficient professional, listed by the EITI, at a cost appropriate and accurate.	January – March 2011 September 2011 December 2011 – January 2012 December 2012 – January 2013	MSG and ALBEITI Secretariat	Main cost is time and efforts MSG and ALBEITI Secretariat	Binding contracts and compliance deadlines to / from independent consultants for the design and delivery of the EITI report, evaluation report EITI binding Start procedures for the preparation of EITI Report 2010 Start procedures for the preparation of EITI Report 2011
4d. EITI report completed by an independent consultant who submitted the EITI Working Group	Consultant collects, analyzes and processes the data related to the extracting industry in Albania, including minerals and hydrocarbon sector under the action areas and terms of reference that has designated and approved by the	The first EITI report (Reconciliation Report) 2009 shall be submitted until March 30, 2011	MSG and ALBEITI Secretariat Independent Consultant	USD 85, 000 USD for the first EITI report 2009 - funded by the WB project USD 85, 000 USD for	Report in accordance with the requirements of EITI is presented by independent manager consultant and formally approved (or rejected) by MSG ALBEITI.

<p>which formally approves (or rejected)</p>	<p>Working Group (MSG). Independent Consultant represent the first EITI report for formal approval at the ALBEITI Secretariat and the Working Group (MSG). Initially, the ALBEITI Secretariat and the following ALBEITI MSG analyzes report, discusses and asks the consultant for explanations, where necessary to make updates to the report with new data and examine whether the present format of the report complies with the terms of reference defined by EITI requirements. ALBEITI Secretariat and further ALBEITI MSG formally evaluates and approves (or rejects) summary report. In case of failure can make their objections to the report.</p>	<p>EITI report (Reconciliation) 2010 summary to appear until May 30, 2012 EITI report (Reconciliation) 2011 summary to appear until May 30, 2013</p>	<p>selected for reconciliation report</p>	<p>EITI reconciliation report 2010 – funded by WB project State Budget and donor funds for the years 2011- 2013</p>	
<p>4e. Publication and distribution of the Report prepared in compliance with the EITI and approved by the Government</p>	<p>EITI Report published by the Government, ALBEITI Secretariat and other websites; EITI Report published and recorded / reported on its basic points in the media (a summary of the report published in newspapers, etc.) ALBEITI Secretariat designs and ALBEITI MSG approves a strategy with regard to information and publication of this report (by organizing information sessions, explaining the data and findings, etc.) for all stakeholders while you give them the opportunity to discuss this report so that they make their evaluations and interpretations of results. EITI Report 2010 published and evidenced / reported for his basic points in the media (a summary of the report published in newspapers, etc.)</p>	<p>May – July 2011 April – May 2012</p>	<p>Secretariat ALBEITI MSG of ALBEITI</p>	<p>Funds for information, communication and publicity in mass media, print media etc. provided for 2011 – 2012 by the WB project Look at point 3j Funds for the year 2012 -2013 - from the State Budget and donors</p>	<p>EITI Reports for Albania published in two languages (Albanian and English) on various websites, ALBEITI and METE website and made possible their knowledge to all parties concerned.</p>

Activity	Action(s) Needed	Timetable	Responsible People	Estimated Cost & Source of Funding	Expected Output/Outcome
OBJECTIVE FIVE: VALIDATION OF THE IMPLEMENTATION OF EITI					
5a. Validation EITI	<p>ALBEITI Secretariat informs ALBEITI MSG on basic procedures for the selection of a validator from a list approved by the International EITI Secretariat in Oslo, Norway.</p> <p>The Validator follows all procedures of validation of Albania as an EITI implementing country, in accordance with the requirements provided in the EITI Validation Guide and submits the report for approval to the ALBEITI Secretariat and MSG, to the Albanian Government and the EITI Board (who approve or reject it).</p> <p>Restarting and conclusion of the evaluation procedures (validation) of Albania within 2012 based on new rules EITI 2011 published .</p>	<p>The Validation Report (Draft Validation Report) shall be submitted to MSG until 10th of May 2011 and until 14th of May 2011 to EITI International Secretariat.</p> <p>The revised final report shall be submitted in maximum on September 01, 2011</p> <p>Approval or rejection is made in the Central Board of EITI with a minimum deadline as of May 15, 2011 and a maximum deadline as of October 2011</p> <p>September 2012 - April 2013</p>	<p>ALBEITI secretariat</p> <p>Validator working with major companies, civil society, government and all stakeholders and the members of the MSG</p>	<p>65, 000 Euro for Validation report for the year 2011 – from the State Budget</p> <p>65. 000 Euro for Evaluation report (Validation) for the year 2013 – from the State Budget</p>	<p>Recognition of results of implementation of EITI work and procedures is done.</p> <p>The submission for approval of validation report to the ALBEITI Secretariat, ALBEITI MSG , the Government and the EITI Board, who approves or rejects it, is also done.</p>
5b. Publication and distribution of EITI validation report	<p>EITI validation report published by the government, the ALBEITI website or other website, a summary of his main points of his published in the mass media (a summary of the report published in newspapers, TV, etc.) ALBEITI Secretariat designs and ALBEITI MSG approves a strategy on information, communication and publicity of the validation report (by organizing information sessions, workshops, media to explain the data and results of the validation report, etc..) to all parties concerned.</p>	<p>October – December 2011</p> <p>April – May 2012</p>	<p>Secretariat ALBEITI</p> <p>MSG of ALBEITI</p>	<p>USD 23, 000 – the WB project See Point 3j</p>	<p>EITI Reports for Albania published in two languages (Albanian and English) on various websites, ALBEITI and METE website and made possible their knowledge to all parties concerned.</p>

TOTAL COST

TOTAL COST					
Cost per year with funding sources	2011 - 2013			<p>Total USD 336,000 for year 2011</p> <ul style="list-style-type: none"> a. USD 60,000 – State Budget b. USD 185,000 – projects from the WB, the Millennium Development Fund, c. USD 91,000 –from other donors <p>Total USD 280,000 for year 2012</p> <ul style="list-style-type: none"> a. USD 60,000 – State Budget b. USD 205,000 – from the WB, MDF, OSCE c. USD 15,000 –from other donors <p>Total USD 300, 000 for year 2013</p> <ul style="list-style-type: none"> a. USD 100,000 – State Budget b. USD 150,000 – from WB, MDF, OSCE, c. USD 50,000 – from other donors 	Values of the EITI initiative spending in years, divided by source of financing
Cost per year to be financed from state budget	2011 - 2013			<p>USD 60, 000 – for year 2011 – State Budget</p> <p>USD 60,000 – for year 2012 – State Budget</p> <p>USD 100,000 – for year 2013 –State Budget</p> <p>Total for three years</p>	Values of the EITI initiative spending in years divided by source of financing

				USD 220,000	
Cost per year to be financed by the Multi Donor Fund (MDF), World Bank (WB), OSCE and other donors	2011 - 2013			USD 185, 000 – for year 2011 – project with WB USD 91,000 – for year 2011 from local donors 220, 000 usd – for year 2012 – MDF, BB, OSCE other donors 130. 000 usd – for year 2013 – MDF, BB, OSCE, other donors Total for three years 616. 000 usd	Values of the EITI initiative spending in years divided by source of financing