

**Terms of Reference**  
**Oil and Gas Expert**  
**Myanmar Extractive Industries Transparency Initiative**

## **1. Background**

The Extractive Industries Transparency Initiative (EITI) is a global standard for improving transparency and accountability in the oil, gas and mining sectors.

Myanmar applied for EITI Candidacy Status in December 2012 and Myanmar's first EITI report was successfully produced in January 2016. To date Myanmar has produced five reconciliation reports for the oil and gas, oil and gas transportation, mineral and gemstone sectors and four reports for the forestry sector. The production of a unilateral government revenue data covering the mini fiscal year from April 2018 to September 2018 is underway.

Following elections in November 2015, a new government took office in Myanmar in April 2016. On December 19th, 2016 a new MEITI Leading Committee was formed, Union Minister for Planning, Finance and Industry was appointed as the Chair of the EITI Leading Committee, and Renaissance Institute (RI) was designated as the MEITI National Coordination Secretariat (NCS). A new MEITI Multi-Stakeholder Group (MSG) was established on 23rd of March 2017, comprising seven Government representatives, seven private sector representatives and nine civil society representatives. A comprehensive MSG work plan which includes activities such as beneficial ownership, mining cadastre was developed. On 17th January 2017, the Government of the Union of Myanmar signed a Grant Agreement with the World Bank for funding support to cover implementation of the MEITI Work Plan for 2017 to 2019.

In October 2019 the International EITI Board announced the results of Myanmar's EITI Validation, stating that Myanmar had achieved meaningful progress in implementation of the EITI requirements and will need to implement a number of corrective actions before re-validation in April 2021. The World Bank completed an extension of the EITI Implementation Grant in order to support implementation of the aforementioned corrective actions until the end of March 2021.

The National Coordination Secretariat (NCS) was responsible for overseeing the effective implementation of the MEITI Work Plan, including coordination among MEITI Stakeholders, the provision of technical services related to EITI requirements and the oil, gas, mining and forestry sectors, communications, training and administration and logistics. In parallel, the MEITI Office of Budget Department (MOBD) within the MOPFI structure is responsible for ensuring that EITI implementation is performed in compliance with financial management, procurement and legal requirements of the Government of the Union of Myanmar and the World Bank.

The MOU between RI and MOBD expired at the end of September 2020. Following a 3-month transition from October to December, MOBD will be the lead implementing agency of EITI from January 2021. Thus, MOBD is seeking an Oil and Gas Expert who will work with the MOBD office in order to provide technical support to the MSG.

## **2. Objective**

The objectives of the assignment are:

1. Support MOBD staff in EITI implementation throughout 2021;
2. Transfer all EITI Secretariat functions to government staff by December 2021 and provide recommendations to continued technical or sector-specific support.

### **3. Scope of Work**

The Oil and Gas Expert will work closely with the Technical Team in the MOBD and will report to the Deputy Director General of the Budget Department and National Coordinator. The tasks of the Oil and Gas Expert will include, but are not limited to the following:

- Providing technical support to MEITI stakeholders on the EITI requirements, particularly in regard to preparing reporting entities to compile the required data and complete reporting templates;
- Capacity building of MOBD staff, particularly on EITI thematic issues related to the oil and gas sector;
- Assisting MOBD with technical preparation and facilitation of MEITI events (Leading Committee, Working Committee, MSG meetings, Sub-Committee Meetings and Workshops etc.);
- Liaising with the EITI International Secretariat on technical matters such as the EITI Standard, EITI, Report analysis, scoping studies, Terms of Reference and relaying to the MSG all communications with the EITI International Secretariat;
- Working closely with consultancy assigned for preparation of EITI reports or other technical studies;
- Assisting Directorate of Investment and Company Administration (DICA) with beneficial ownership disclosure of oil and gas companies;
- Contributing to MEITI communications, capacity development and outreach activities, through data analysis, explanation of the possible uses of information in the EITI reports, understanding and explaining EITI requirements and thematic issues, and presentation of the findings of EITI reports to various stakeholders;
- Providing technical support to procurement processes, particularly regarding the preparation of Terms of Reference;
- Conducting research and drafting technical documents for the MSG's approval such as policy briefs, or proposed bills.

### **4. Timeframe**

The assignment period will be 3 months from the period of January 2021 to March 2021, with a possibility of extension.

The position will be based in Nay Pyi Taw/ in Yangon with frequent travel to Yangon / Nay Pyi Taw.

### **5. Qualifications and Experience**

- A graduate degree in a relevant discipline;
- Knowledge of the oil and gas sector, preferably in Myanmar;
- At least 5 years of experience working in extractives (preferably in oil and gas) with public or private sector in Myanmar;
- Ability to communicate effectively in both Myanmar and English;
- Strong analytical and conceptual skills and ability to interpret EITI data;
- Ability to work effectively with a wide range of stakeholders from international diplomats, development agencies, Myanmar Government, civil society and the private sector;
- Knowledge and experience in EITI are an advantage but not mandatory.

### **6. Expected Outputs**

- Facilitation of data collection, consultations and timely publication/dissemination of MEITI reports (which is to be drafted by a separate consultancy) mainstreaming EITI data
- Timely implementation of other EITI requirements (including project-level reporting, contract transparency and beneficial ownership etc.)
- Technical documents and project reports
- ICE materials (briefing papers, info graphics etc.) related to the oil and gas sector