

## Meeting Details

Meeting #	12
Date & Time	Monday, January 30 <sup>th</sup> 2017
Time	01:30 – 03:10 PM
Location	CoST National Secretariat, Ministry of Economy Shahr-e-Naw, Kabul, Afghanistan
Chaired:	H.E. Mohammad Ismail Rahimi Deputy Minister of Economy & MSG Chairman
Note Taker	Ghulam Reza Merzaie, Communication Specialist CoST Afghanistan National Secretariat

## Attendees

No.	Name	Organization
1	H.E. Mohammad Ismail Rahimi	Ministry of Economy (MoEc)
2	Abdul Shakor Rzaqi	Ministry of Energy and Water (MEW)
3	Habibullah Haidari	Ministry of Public Works (MoPW)
4	Mohammad Najim Karimi	
5	Abdul Qader Mateen	Ministry of Rural Rehabilitation and Development (MRRD)
6	Baryalai Omarzai	Afghan NGOs Coordination Bureau (ANCB)
7	Jan Mohammad	South Western Afghanistan and Balochistan Association (SWABAC)
8	Ahmadullah Mauj	Integrity Watch Afghanistan (IWA)
9	Walid Howaida	Afghan Engineers Association (AEA)
10	Zainalabedin Mousavi	Afghan Chambers of Commerce and Industries (ACCI)
11	Mr. Naem Yassin	Afghan Builders Association (ABA)
12	Mohammad Jamshid Azimi	
13	Ishaq Poya	Monitoring and Evaluation Commission (MEC)
14	Ahmad Jamshid Amiri	Oversight Commission on Access to Information (OCAI)
15	Hedayatullah Habibi	National Procurement Authority (NPA)
16	Stefan Hlavac	GIZ- Open Policy Advisory Fund (OPAF)
17	Naser Sidiqee	
18	Sebghatullah Karimi	CoST Afghanistan National Secretariat
19	Ghulam Reza Merzaie	
20	Mohammadullah Ebrahimi	

## Agenda

The following agenda was unanimously approved as distributed

No.	Subject	Facilitator
1	Review the Previous Meeting Decisions	Mr. Karimi
2	Preparation for the launching event: <ul style="list-style-type: none"> <li>• Approval of Launch Event Agenda</li> <li>• Update on finalization of Dari and Pashto translation of the scoping study</li> <li>• Printing of the scoping study report (3 languages)</li> <li>• Printing of communication materials</li> <li>• Venue &amp; exact date</li> <li>• Logistics</li> <li>• Media Coverage and event Moderator</li> <li>• Organizer an facilitator during the event</li> </ul>	All
3	Update on CoST-A website development status	Mr. Merzaie
4	Update on Observers and Members	Mr. Karimi
5	Presentation on Disclosure Process	Mr. Karimi
6	Update on disclosure manual status ( presentation by researchers)	Mr. Ebrahimi

## Minutes

Topic	Summary
Review the Previous Meeting Decisions	<ul style="list-style-type: none"> <li>• The meeting started with a short round of introduction since representatives of most Observer members were new to the MSG.</li> <li>• At the opening of the meeting, H.E Mr. Mohammad Ismail Rahimi, Deputy Minister of Economy (MoEc) and the MSG Chairman, welcomed all participants and asked Mr. Sebghatullah Karimi, CoST Afghanistan National Coordinator, to provide updates on the previous meeting decisions.</li> <li>• Mr. Karimi also welcomed all participants and added that almost all the decisions of previous meeting are being implemented except two;           <ol style="list-style-type: none"> <li>1) Asian Development Bank (ADB) has not acknowledged their role as Observer yet</li> <li>2) Afghanistan Builders Association (ABA) has not yet introduced two eligible construction companies as new MSG members.</li> </ol> </li> <li>• The Chairman instructed National Secretariat (NS) to contact ADB's Country Director through MoEc for quicker response.</li> <li>• Mr. Jamshid Azimi from ABA said they have identified 8 construction firms who would elect two and introduce to NS for presentation to MSG.</li> </ul>

Topic	Summary
<p>Preparation for the Launching Event:</p> <ul style="list-style-type: none"> <li>• Approval of launching event agenda</li> <li>• Update on finalization of Dari and Pashto translation of the scoping study</li> <li>• Printing of the scoping study report (3 languages)</li> <li>• Printing of communication materials</li> <li>• Venue &amp; exact date</li> <li>• Logistics</li> <li>• Media coverage and event moderator</li> <li>• Organizer and facilitator during the event</li> </ul>	<ul style="list-style-type: none"> <li>• Mr. Karimi presented the Launch Event agenda drafted by NS. He added that government, CSOs and private sector representatives along with the Scoping Study interviewees include the Launch Event attendees.</li> <li>• Mr. Stefan Hlavac, GiZ OPAF Program Director, suggested to add the German Ambassador as a keynote speaker in the Launch Event.</li> <li>• The Chairman suggested to add H.E. President of Afghanistan as 'Patron Speaker' of the Launch Event.</li> </ul> <p>Mr. Karimi provided the following updates:</p> <ul style="list-style-type: none"> <li>• The Dari and Pashto translations of Scoping Study have been reviewed and edited, and are ready for designing.</li> <li>• Designing of English version of Scoping Study has been almost completed and the Pashto and Dari versions would be designed soon.</li> <li>• The communication materials for Launch Event are made ready for printing.</li> <li>• Scoping Study in 3 languages and communication materials for Launch Event are going to be printed with financial assistance of GiZ-OPAF.</li> </ul> <p>The Chairman suggested the followings:</p> <ul style="list-style-type: none"> <li>• Dari and Pashto versions of the Scoping Study to be shared with MSG members through email for further proofreading.</li> <li>• The government logo and CoST Afghanistan Logo to be placed on the top of the cover of the scoping study.</li> <li>• The donor and implementer logos (GiZ and IWA, respectively) to be placed on the back of front cover of Scoping Study.</li> </ul> <p>Mr. Zainalabedin Mousavi representative of Afghanistan Chamber of Commerce and Industries (ACCI) said:</p> <ul style="list-style-type: none"> <li>• Putting the government logo on the cover of Scoping Study would make the report governmental while it is an independent research.</li> </ul> <p>Mr. Baryalai Omarzai representative of Afghan NGO's Coordination Bureau (ANCB) said:</p> <ul style="list-style-type: none"> <li>• Add National Anthem to the agenda</li> <li>• Integrity Watch Afghanistan (IWA) shall not be mentioned as</li> </ul>

Topic	Summary
	<p>Implementing Partner (IP) but as 'Conductor'</p> <p>Mr. Ghulam Reza Merzaie, Communication Specialist of NS, provided the following updates:</p> <ul style="list-style-type: none"> <li>• The suggested venue for Launch Event is Auditorium of Amani High School. The date of Launch Event is dependent on print of Scoping Study and communication materials.</li> <li>• NS seeks assistance of MSG members in the following areas:               <ol style="list-style-type: none"> <li>1) Governmental members: Venue confirmation, governmental guest invitation</li> <li>2) Civil Society Organizations (CSOs) members: media and invitation of CSO guests</li> <li>3) Private Sector members: logistics and invitation of private sector guests</li> </ol> </li> </ul> <p>The Chairman suggested the venue to be Qasr-e-Marmarin.</p> <p>Mr. Jamshid Amiri, representative of Oversight Commission on Access to Information (OCAI), offered the following assistance to NS:</p> <ul style="list-style-type: none"> <li>• Access to Information Law for Disclosure Manual development</li> <li>• Facilitation of venue and translation service for Launch Event</li> </ul>
Update on CoST-A website development status	<ul style="list-style-type: none"> <li>• Mr. Karimi said the English version of the CoST Afghanistan website is almost completed and the contracted company is currently preparing the Dari and Pashto versions of the website.</li> <li>• Mr. Hedayatullah Habibi, representative from National Procurement Authority (NPA) suggested the followings:               <ol style="list-style-type: none"> <li>1) The website should be linked to websites of NPA and other PEs for better coordination of data disclosure.</li> <li>2) Every PE should have specific account in the website</li> </ol> </li> </ul>
Update on Observers and Members	<p>Karimi said that Monitoring and Evaluation Committee (MEC), OCAI and NPA have introduced their representatives to MSG who are present at the meeting along with representatives of GiZ-OPAF.</p>
Presentation on Disclosure Process	<p>Mr. Karimi provided a presentation on overall process of disclosure in accordance to CoST standard.</p>
Presentation on Disclosure Manual for Afghanistan.	<p>Due to lack of time, the Chairman asked Mr. Mohammadullah Ebrahimi, the Researcher for Disclosure Manual development, to share the presentation with MSG members through email for feedback and questions.</p>

## Decisions

No.	Decision	Responsible
1	Share the Dari and Pashto versions of Scoping Study with MSG for Final Proofreading	Mr. M
2	Share with MSG the Presentation on Disclosure Manual for Afghanistan for Feedback and Questions	Mr. Merzaie
3	Follow up with ADB for Introducing Representatives to MSG	Mr. Karimi
4	Perform Election of 2 Private Sector MSG Members and Introduce Them to NS for Presentation to MSG	ABA
5	Communicate with NAI for Media Coverage of Launch Event	Mr. Baryalai Omarzai, ANCB
6	<p>Launch Event Agenda:</p> <ul style="list-style-type: none"> <li>❖ Add the German Ambassador as a keynote speaker</li> <li>❖ Add H.E. President of Afghanistan as a Patron Speaker</li> <li>❖ Add National Anthem</li> </ul> <p>Launch Event Venue:</p> <ul style="list-style-type: none"> <li>❖ Qasr-e-Marmarin selected as venue</li> <li>❖ MoEc to coordinate the venue booking</li> <li>❖ OCAI to assist the venue booking, upon request</li> </ul> <p>Launch Event Coordination Committee:</p> <ul style="list-style-type: none"> <li>❖ A committee comprised of following representatives would assist NS in organizing the event e.g. finalizing printing, logistics, invitations: <ul style="list-style-type: none"> <li>➤ MoEc</li> <li>➤ SWABAC</li> <li>➤ ABA</li> </ul> </li> </ul>	Mr. MerzaieNS
7	<p>Scoping Study Design</p> <ul style="list-style-type: none"> <li>❖ The government logo to be placed on the top and CoST logo on the bottom of front cover of Scoping Study.</li> <li>❖ The donor and implementer logos (GiZ and IWA, respectively) to be placed on the back of front cover of Scoping Study.</li> </ul>	Mr. Merzaie
8	<p>CoST Afghanistan Website</p> <ul style="list-style-type: none"> <li>❖ The website should be linked to websites of NPA and other PEs for better coordination of data disclosure.</li> <li>❖ Every PE should have specific account in the website</li> </ul>	Mr. Merzaie

End of Minutes