د افغانستان اسلامي جمهوريت
وزارت معادن و پترولیم
ISLAMIC REPUBLIC OF AFGHANISTAN
Ministry of Mines and Petroleum

# MCAS/NTRS
# Customization/Configuration

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Date: 15 Oct 2020

ibf INTERNATIONAL CONSULTING

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# ABBREVIATIONS AND ACRONYMS

| | |
|---|---|
| AEITI | Afghanistan Extractive Industries Transparency Initiative |
| DG MC | Directorate General Mining Cadastre |
| DG MI | Directorate General Mines Inspection |
| DM | Deputy Minister |
| DoMP | (Provincial) Directorate/Department of Mining and Petroleum |
| EU | European Union |
| EUD | European Union Delegation |
| GIZ | German International Cooperation |
| GoA | Government of Afghanistan |
| IBF | IBF International Consulting |
| MCAS | Mining Cadastre Administration System |
| MoMP | Ministry of Mines and Petroleum |
| NTA | National Technical Assistance |
| NTRS | Non-Tax Revenue System |
| PCD | Provincial Coordination Department |
| RDF | Revenue Development Foundation |
| RMD | Revenue Management Directorate |
| SOP | Standard Operating Procedure |
| SRBC | (EU) State and Resilience Building Contract |
| SPDO | Specific policy dialogue objectives |
| ToT | Training of Trainers |
| UPS | Uninterrupted Power Supply |
| WB | World Bank |
| RMD | Revenue Management Directorate |

# ACKNOWLEDGEMENTS

The General Directorate of Cadaster would like to express their appreciation to the high authority of Ministry of Mines and Petroleum (MoMP), General Directorate of Minse Inspection, Directorates of Revenue and IT as well as to the Afghanistan Extractives Industry Transparency Initative (AEITI) and the Revenue Development Foundation (RDF).

# 1. Current Input into Customization or Configuration of the MCAS/NTRS System.

This **Summary Report on Customization and Configuration** is not only a report on current baseline conditions, but a tool to be used by the Cadastre Directorate and the Revenue Development Foundation for ensuing that the Mining Cadastre Administration System and the Non Tax Revenue System (MCAS/NTRS) – Transparency Portal(TP) are relevant to internal and external users, that the system is responsive to needs, meets compliance with international standards and legal and regulatory requirements and can enhance and promote the Ministry of Mines and Petroleum 2020-2021 reform initiatives (as per the MoMP Roadmap).

It is important to understand that this document and its contents form a part of a living system that will change and evolve over time. Changes to the system will be influenced based on needs, legal and regulatory reforms, MoMP leadership, operational changes, and developments, as well as international changes as per the Afghanistan Extractives Industry Transparency Initiative (AEITI) or other influencing factors and developments. Changes may have impacts on the MoMP its operations, workstream and human resources, improve efficiency and ultimately transparency.

It should be noted that this assignment was conducted through a consultative process and an operational assessment of the system. A consultative process was used through one-on-one meetings, and group meetings with key staff from the Directorates, as well as through a training workshop. This was conducted on September 21, 2020. Internal users (MoMP) and input from Afghanistan's Extractive Industry Transparency Initiative (AEITI) National Secretariat were key.

## 1.1 MCAS Customization

The Ministry of Mines and Petroleum (MoMP) Cadastre Directorate in coordination with the Revenue, Inspection, and IT Directorate are responsible for the completion of the European Union Benchmarks as defined by Table 1 prior to December 31, 2020. This **Summary Report on Customization and Configuration** is an integral part of meeting the SPDO's as described in Table 1.

*Table 1 European Union Benchmarks - Targets*

| | **European Union 2020 Benchmarrks** |
|---|---|
| **Target** | Five additional Provincial Mines Directorates selected for roll-out to operative status on the basis of the criteria established in the 2018 Cadastre Action Plan, bring the total to 15 Provinces. |
| **SPDO** | **The MoMP rolls out MCAS/NTRS by defining functional work-streams and re-aligning responsibilities for data-collection, entry and quality control. This includes 1) Data Quality Control, 2) Defining Work Streams and Responsibilities, 3). Systematic Disclosure of Data, and 4) Training and Skills Development for Use of MCAS/NTRS** |

The SPDOs were developed to ensure 1) data quality control through customization and configuration and ensures 2) systematic disclosure of data quality control as per 2019 EITI Standards and Requirements and Afghanistan's mining laws and regulations. Final Reports will highlight aspects a summary of the initiatives undertaken to meet these important SPDOs

This report is based on the identification of customization and configuration within the current automated system as per MCAS and NTRS and the Transparency Portal. Table 2 highlights the defintions as used in this report.

*Table 2 Customization and Configuration*

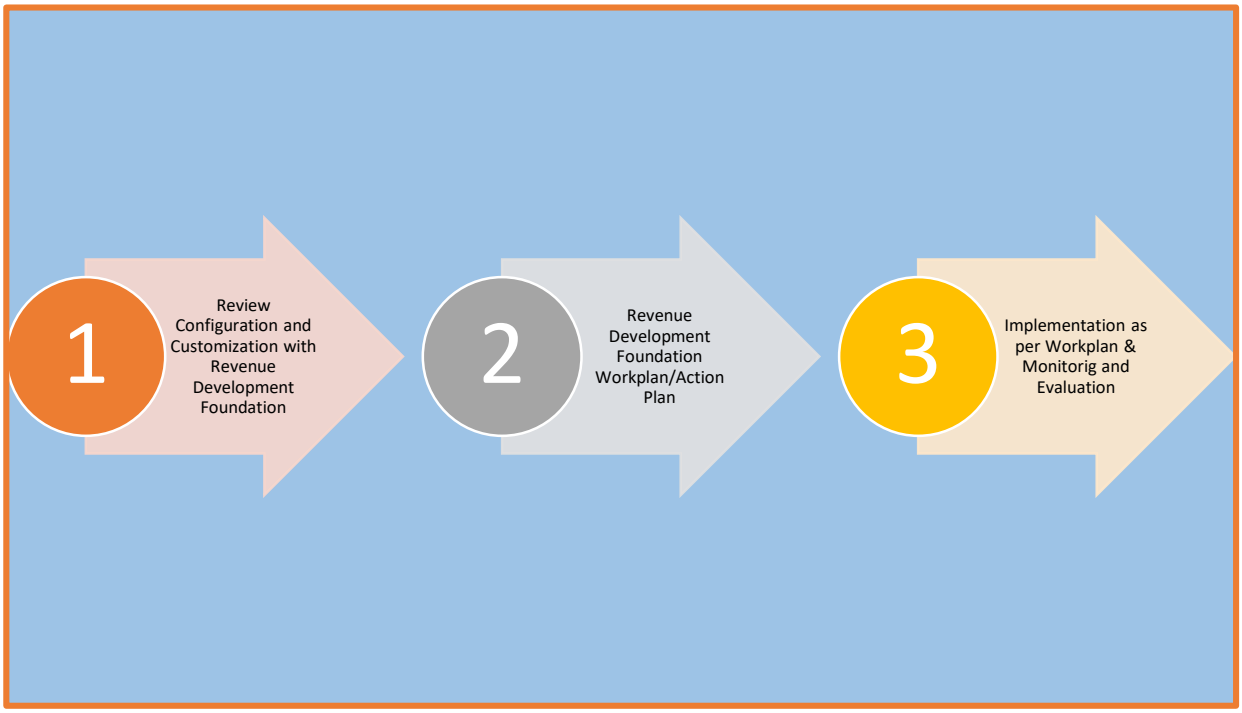
| Type | Descriptive |
|---|---|
| *Customization* | Referring to the modification or enhancement of the system to meet a particular need, task, or requirement |
| *Configuration* | Referring to the set-up of the hardware or the software of a computer system to ensure change. |

It should be noted that the tables within this document describe issues encountered, recommendations and examples where possible; however, it will be the responsibility of the MoMP to work with the system implementation team – Revenue Development Foundation to work through these changes. The MoMP will also need to prepare specific detailed text, templates, formats, and reporting standards to achieve some of the objectives. Manual operations if to be integrated into the system will also require coordination between the two entities to ensure that relevant fields and templates meet needs and requirements such as Inspection Forms and Reports, Environmental, M27 and M29, company reporting forms, environmental and social, resettlement, etc. to ensure manual becomes automated.

# 2 ROADMAP AND RECOMMENDATIONS

This document aims to provide the Cadastre Directorate with a roadmap to move forward on customization and configuration of the MCAS/NTRS System and its interface the Transparency Portal. The following steps in achieving this objective are outlined below in Figure 1. It should be noted that a final review of the customization features should take place with the Revenue Development Foundation, followed by the development of an Action Plan by the Revenue Development Foundation for the implementation process of the customization and configuration. This should be followed up by arranged (set weekly) meetings between the Cadastre Directorate, Revenue Directorate and the Revenue Development Foundation that ensure the monitoring and evaluation of the work plans' implementation progress. It is also recommended that a representative from the Afghanistan Extractives Industry Transparency Initiative (AEITI) participate on a per needs basis.

*Figure 1 Roadmap for Customization and Configuration 2020*



In achieving Steps 1 to 3 it is important to note that the MCAS/NTRS is a living system and will require continued monitoring and evaluation to ensure that users of the system are informed of changes and can provide input into any modifications required (customization or configuration) as the system will evolve over time. The RDF user's manual should be updated to reflect these changes as well as the RDF Training Program Both Provincially and in MoMP central in Kabul.

Based on input from key Directorates in the MoMP on the system and related environment a series of recommendations were developed to capture the needs and steps required to move efforts forward on the customization and configuration of the system. These recommendations are as follows:

*Highlighted Recommendations 2020*

| | |
|---|---|
| *1* | The MCAS/NTRS system should not only be a data collection tool but should be able to perform functions that improve current manual and semi-manual operations and tasks. Employees need automated features in the system whereby features such as calculations, embedded templates, and forms, e-signatures can ease the employee task load and ensure data quality and control. |
| *2* | The need to have joint meetings with all users (MCAS/NTRS) on a regular basis (quarterly) to keep the system operational and functional and ensure that as a living system it is updated regularly through customization and configurations. |
| *3* | Need to embed formulas within the system to reduce conflict with companies making payments and to ensure efficiency and transparency. Formulas have been developed by the current Director of Revenue and can be found in **Appendix 1** . Enhanced formulas can be developed based on real-time market values and prices. |
| *4* | Overhaul of the current Transparency Portal Website and the MoMP; Great examples for consideration include the following: https://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining Or https://energymining.sa.gov.au/minerals/exploration/exploration_licensing |
| *5* | Improved quality of map. It is understood that higher quality could pose a problem with users given internet constraints however there are examples that maybe utilized as hybrids. Examples include: https://map.sarig.sa.gov.au/ and that being used in Canada: https://www.ltsa.ca/online-services/about-parcelmap-bc through the Ministry of Mines in British Colombia. Instructions on use for current mapping could take on the following format that will assist users in their exploration and use |

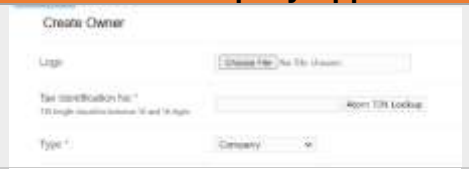
| | |
|---|---|
| | of the maps: https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/BROCH021.pdf |
| *6* | Review and consult the external user or License/Company Applicants about their experience on system usage and any potential needs or deficiencies that may hinder the process. Identify issues and address what would require troubleshooting? Consultation through stakeholders on the Transparency Portal. Again this would address ease of access to information, mainstreaming (or systematic disclosure) transparency and anti-corruption initiatives. |
| *7* | More consideration required to address tasks that are currently manual and how these can be integrated into the system while ensuring compliance, data quality control and efficiency. |
| *8* | Continued engagement of the AEITI NS and MSG with the key Directorates using the MCAS/NTRS system. AEITI 2019 Standards and Requirements as identified from Section |

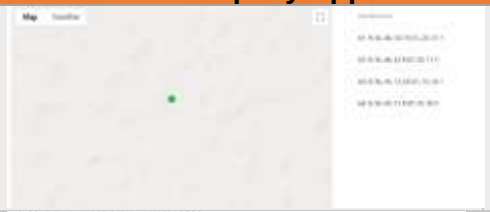
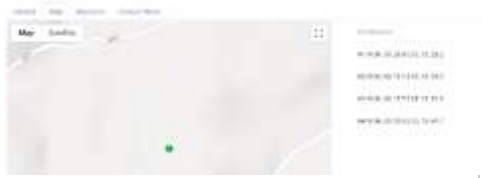
# 3. CUSTOMIZATION AND CONFIGURATION TABLES FOR THE MCAS/NTRS AND TRANSPARENCY PORTAL

## 3.1 License/ Companies Applicants

Currently small-scale licensees are available for on-line application through the MoMP Website: https://onlineapp.momp.gov.af/ . Currently 3 linked in Provincial Offices (10) are actively using the system to register the applications or permits for small scale mining. It is expected that 5 more Provinces will be linked to the system in late 2020. This will facilitate the systemization process.

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | Screen Shot of System License / Company Applicant | Identified Issues | Proposed Recommendations Comments | Type |
| 1 | | Complication on the uploading of files with no drag or drop application or instructions. Times out to quickly given internet weaknesses | Create instructions and provide options for uploading "drag and drop" maybe easier for individuals | Configuration |
| 2 | | At the end of the application process applicants should be able to have a copy of their application form with a dated reading. This should be automatically generated with the proper download features (PDF, Word etc), Also should have an option for saving feature that allows the applicant to see it on-line. | PDF that can be printed or saved of the application form that indicates date – confirmation email. Should have an on-line feature that allows the applicant to see the form post-application. This should be linked with Applicant Profile. | Configuration |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **3** |  | Option field for Company logo to be uploaded | Logo feature should be included and incorporated for identification purposes | Configuration |
| **4** | | Should include a field for Company Website if they have one – does not have to be mandatory | Create field for website | Configuration |
| **5** | | Should have an automatic drop-down menu for postal code according to Province where the site is and company location – licensee or company would use this menu. | Postal code should be identified as well as the name of the province if individuals are not familiar with the postal code. | Configuration |
| **6** | | No auto save mechanism. If there is a power outage the inputted information cannot be saved and work has to be started from the start to the end. | Auto Save | Configuration |
| **7** | No screenshot available | Implementation of additional control mechanism in case the email to the Applicant on MoMP is lost. | Back door filing | Configuration |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | Screen Shot of System License / Company Applicant | Identified Issues | Proposed Recommendations Comments | Type |
| 8 |  | License applicant needs to fill in the coordinates for the Block. The system does not allow them to upload the documents that are relate to the block | An additional field created to upload the documents, so they are linked with the block. This could also be done through the creation of special fields | Configuration |
| 9 | | Missing menu to identify the key mining license blocks | Create menu | Configuration |
| 10 | No screenshot available | Needs a legend and needs to identify key areas related to land use management i.e. urban, agricultural, heritage etc. | Need to coordinate with other agencies to determine key identifiable areas that are by law protected or used for other purposes | Configuration |
| 11 |  | Issues with block layering; contact points between different blocks create issues when blocks are being inputted, there have to be automatic calculations taken into consideration for shifts in GIS points so that they | System should allow the applicant to view the overlap areas and to identify internal MoMP to view who the other license holder is or if there is an area designated for different purposes i.e. cultural heritage, agriculture, rural and urban development etc. Need to link this with NEPA and Ministry of Agriculture. | Configuration |

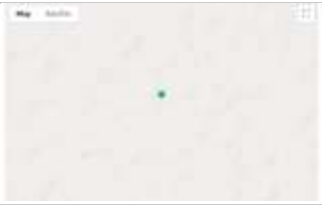
| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **12** | | Blocks need to have a buffer zone identified around them for the purposes of ensuing blocks do not overlap. It is key that the buffers identify if there are rivers, territorial boundaries, communities, archaeological sites etc. | Land use and land access is critical for company decision making. The maps need to be more detailed and responsive to company needs. Instructions are vital<br>Sample Canada:<br>https://www.ltsa.ca/online-services/spatial-improvements | Configuration |
| **13** | No screen | Auto save feature throughout the mapping process | This is repeated for all user sections | Configuration |
| **14** | | Business license should be uploaded a business license number placed in field along with dates | Uploading feature | Configuration |
| **15** | | Applicant/company should upload company profile with a template application form – or create fields for the applicant to enter profile directly into fields that can later generate a profile page for the applicant | On-line profile as part of application process or manual template to be uploaded / based on power and energy as much should be placed directly into fields with saving options | Customization |
| **16** | | Foreign applicants should be required to put in their citizenship, passport number and visa number/permit as well as information related to who has invited them and what the purpose of the invitation is. A scan of the passport and visa or invitation letter should be uploaded. It should be identified if they have any company holdings in Afghanistan (BO) | Fields need to be created to accommodate this. Scanned Materials to be uploaded | Customization |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **17** | | ~~Should be able to upload plans, permits and other relevant inspection documents and receipts (environmental and social plans/commitments) and all should be under one company profile. System should generate a company profile for printing and enable a record to be accessed by the company and MoMP – DoMP.~~ | ~~Upload features that align with the legal and regulatory framework and day to day operations and future operations. Environmental social plans, downstream feasibility and annual company reports of activities~~ | ~~Customization~~ |
| **18** | | Beneficial Ownership or Politically Exposed Persons Information fields have been incorporated into the system. This should be a required field as per EITI Standards 2019 | A breakdown of key information should be required as per commercial licenses number, individual name, percentage of holdings in the company etc. See EITI BO | Customization |
| **19** | | Company access to information Transparency Portal that includes knowing where they are in the application process, environmental and social contributions and deadlines, fines and penalties and payments etc. | Company needs to have access to documents – Company portal | Customization |
| **20** | | Missing clear instructions on the application processes and procedures including deadlines requirements, laws, and regulations. | Tab for Assistance HELP or a digital assistant who can orient and answer questions. A banner that looks at did you find what you were looking for?<br><br>Recommendations such as most often asked questions on process, procedures laws and regulations. Detailed instructions. Canada has a Mining Act Awareness site that | Customization |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| | | | provides detailed information about the law and those applying for licenses, permits or renewing these See Canada https://www.mndm.gov.on.ca/en/mines-and-minerals/applications/mining-act-awareness-program or | |
| **21** | | No clear instructions on uploading files size, type, photos etc. | Provide instructions on uploading | Customization |
| **22** | No screenshot available | No instructions provided for downloading the forms, their purpose or use. | Check template forms if they meet all the requirements/legal and compliance | Customization |
| **23** | No screenshot available | Revisit Manual Forms to be filled out by applicant to ensure any updates are made | Is updated information in the form can this be | Customization |
| **24** | No screenshot available | No instructions/guidebook or video on how to fill out the forms. There is nothing detailing their purpose, the procedure, what they are used for, time frames for submission and to whom and contact details at the MoMP | It is recommended that a Guidebook be created for the process. | Customization |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | Screen Shot of System License / Company Applicant | Identified Issues | Proposed Recommendations Comments | Type |
| 25 | | Need to standardize language in tabs/some are mixed languages ensure separate language options/ may want to provide a glossary for certain terms | Local languages important for Afghn users. English important for foreign investors | Customization |
| 26 | | Companies need to be able to access the system and be able to upload all relevant data as per EITI Requirements and Standards/Laws and Regulations / any original documentation should be scanned and applied to company profile in the system. All required fields filled out before being able to move from one page to another | EITI 2019 Standards and Requirements from 2-7 should be incorporated within the fields. Detailed fields should be incorporated/should be understood some are voluntary for companies. Instructions should reflect why they are important and why voluntary Ensure descriptive is written for each section. See Section 6 | Customization |
| 27 | | Company profiles should be automatically generated and printed/archived when a company registers; manual fields should lead to the generation of reports and all documentation should be visible to the company (back door) | Develop fields for company profiles that can be accessed by the company and MoMP system users. | Customization |
| 28 | | Company should have access to key information such as where their license/permit sits within the MoMP licensing process | Provide companies with their own company profile that links in with system “pipeline” see they can view progress | Customization |

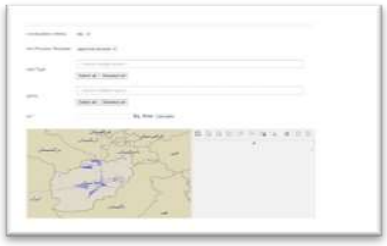
| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **29** | | Downstream consideration as the financial institutions strengthen the possibility of paying on-line would be an asset. Currently payments are being done in Kabul at Banking Institutions | On-line payment through credit card. | Customization |
| **30** | | Instructions on how to use the map and identify block | Create instructions in all 3 languages | Customization |
| **31** | | uploading environmental reports (impact assessments, remediation) Necessary fields should be created to summarize key elements of the documents including payments which should be linked to NTRS | Fields and proper documents should be uploaded. Fields are significant as they will summarize the key documents and can then be linked to company profile and printed out | Customization |
| **32** | No screenshot available | Feasibility studies should be uploaded and identified fields should be created that summarize the studies. Examples “probable and proven reserves etc.) Verification of the study should be | International publicly traded companies are required by law to make public their feasibility studies. This requirement in principle should be also be required by | Customization |
| **33** | No screenshot available | Upload mine closure plan | This should be a must field should be developed | Customization |
| **34** | No screenshot available | Upload impact benefit agreements (in kind contribution financial contribution) Should also identify communities and the direct beneficiaries, sum. Upload receipt, photos of before and after, verification. If donor organizations are involved should consider this as well | This needs to be developed and planned with the MoMP, and Ministry; Environmental and Community Directorate | Customization |

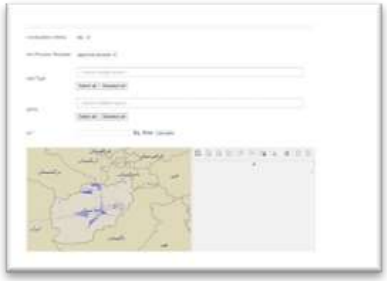
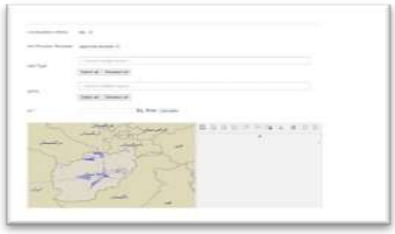
| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **35** | No screenshot available | The Mines Solidarity Protection Committee at the MoMP should report on the status of illegal mining through the system and announce the block areas where they are operating | Illegal mining should be identified by Inspectorate and DoMP to indicate the block that are currently occupied by illegal mining. | Customization |
| **36** | No screenshot available | Input disaggregated numbers of employees (males and Females), by project, level, and rank i.e. mangers, administrative, drillers, contractors etc. Identify minority ethnic group, disabled employees etc. | Should be looking at ILO Standards and following format as already created for AEITI. (Organigrams of the corporate structure would prove to beneficial. To meet EITI Compliance and beyond through more information provided as to why this information is important – need this for future skills and training development for the sector and employment surveys<br>ILO:<br>A template has been developed to capture detailed employment data in accordance to the International Labour Organization (ILO) as per the International Standard Classification of Occupations (ISCO) classification codes.<br>Proposed format in compliance is found in Appendix 2 | Customization |
| **37** |  | Data Collection issues related to coordinates from the provincial – local level. | Ability to cross reference data to ensure that input is correct between government and company – flag data this is incorrectly inputted through a barrier | Customization |

| 1. Applicant or Licensee or Company (External User) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System License / Company Applicant** | **Identified Issues** | **Proposed Recommendations Comments** | **Type** |
| **38** | No screenshot available | No means to collect annual information on the small-scale mining operations. | Consider fields in company profile that would provide for an annual report. Also a PDF version could be provided. Samples such as the following could improve project tracking:<br>Canada site<br>https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/mineral-exploration-mining/documents/exploration/annual_summary_exploration_activities_mineral_coal.pdf **and also**<br>https://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/permitting/annual-reporting-forms | Customization |

# 4 MCAS INTERNAL DATA ENTRY

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | No screenshot available | MCS needs a link to currently open it for users. A link for access through the transparency portal would be beneficial in case user misplaces link | Link | Configuration |
| 1 | | The MCAS currently can only be accessed through a link that is provided to users. There needs to be another form of access for users. | Recommended link with the Transparency Portal or MoMP Backdoor Website. An application icon on the desk-top would facilitate this as well. Users have commented they always have to refer to | Configuration |
| **2** | | Home Page of system requires easy icons to identify license types i.e. small scale – large scale as well as other easy access icons. | | Configuration |
| **3** | | Calendar does not have an option to automatically switch from Solar to Gregorian Calendar, without changing the language | Dates and language (Issue throughout the system) | Configuration |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **4** | | When adding a new block, the name of the block (coded name or just a name such as Blue Mountain etc.) and description needs to be considered. The descriptive of the block should identify if the area has been previously surveyed, or if there is providence to the block i.e. type of mineral, proven or probable reserves, previous exploitation, ASM, etc. | Need to add new tabs that are descriptive and provide further detailed information of the block. Should also be linked to AGS materials and previous owner company profile if this exists. | Configuration |
| **5** | No screenshot available | The MCAS map is too small on the screen. The tab bar on the left is by far is to large and therefore takes up valuable map viewing space. The left-hand tab should be trimmed in size and the map size should be increased. | Layout of the design for the map page should be created- increasing map in size. Should note that a magnifying + and - should be built into the map. Flexibility, with the mapping should occur. | Configuration and Cosmetic |
| **6** |  | The inputting of new coordinates within a newly identified block cannot be adjusted by the degree, minute or second. When one moves the curser over the map window, the coordinates showing in decimal degree and nothing else. Should be complete coordinates so that when printing occurs it is visible and identifiable. | The window should show coordinates and so should the block; both need to reflect the same thing. | Configuration |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **7** | | Buffer zone should be included in the mapping so that boarders are defined yet with a buffer thereby options beyond the boarders should be outlined | Mapping | Configurations |
| 8 |  | When a block is registered a record of it should be archived so that anyone who has created the block can search it for reference. Ensure search engine captures different versions | Mapping and archival history needs to be implemented | Configuration |
| **9** |  | There needs to be more options for measurements as opposed to just one option; should be flexible options with calculations for conversion (automated) i.e. should show hectares, square kilometres, squared metre and have conversion for Imperial measurements for foreigners etc. | Measurements need variations<br>Needs both the metric and the imperial. | Configuration |
| **10** | | Tabs for processing licenses need to be added in the system | Add tab in menu | Configuration |
| **11** | No screenshot | Contract tab needs to have each of the key groups identified and linked to data as per small-scale | Add information to tab | Configuration |

| | 2. MCAS Internal Data Entry | | | |
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| | **Screen Shot of System**<br>**MCAS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **12** | | Company generated profile report with all key information should be able to be produced and printed this should include all reports and studies, maps etc. | Define key fields for company entry and ensure that this can produce a valid report – this is linked with the company entry form and with internal Ministry process (where the company stands within the process – linked to NTRS | Customized and Configuration |
| **13** | | Should be able to print or download in PDF format small scale agreements using a print button feature on the tabs | For ease of use | Configuration |
| **14** | No screenshot | Issue regarding data modification. If a user creates 2 different owners in a field and one has to be removed as a result of an error- the software will not allow the erasing of the one that is incorrect. Currently a manual override that takes a long time. | To do this a series of steps outside of the MCAS system (manual process to modify) must be taken whereby the removal of the owner will eventually have to be completed. There needs to be a mechanism whereby certain input mistakes can be erased or backtracked within the system by an override of | Configuration |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | someone else with a higher level of authority | |
| **15** | | If the block needs to be printed the checked area indicating overlap has to be screenshot because the print option is not available. | Printing Option | Configuration |
| **16** | | A person (MoMP User) who starts the process should go to the end of the process – so one person is responsible, or if the account is transferred to someone else it should be noted. | Continuity of Process, records back door of users, time logged etc. All this should be registered as per: the person, time, and date so one can go into the system and identify who worked on the system previously | Configuration |
| **17** | | Users can only write 225 letters, which is not sufficient to comment, an increase of at least 3000 letters is preferred. Consideration should also be given to running notes/comments. These should be dated and organized according to dates | Increased typing field | Configuration |

| | 2. MCAS Internal Data Entry | | | |
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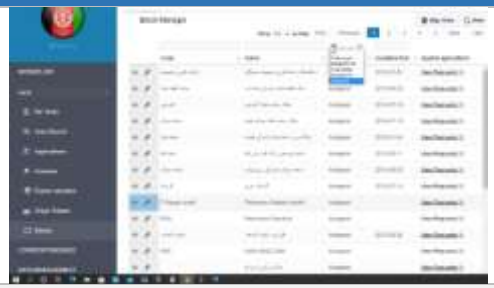
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **18** | | The License option is not available in the drop-down menu as per “Type of Document” | License option needs to be included in the menu | Configuration |
| **19** | | The provincial postal codes are being inserted into the system by DoMP users manually reducing the accuracy of the work. Automatically generated postal-codes or set of key codes as per tabs/. | Insert field for running postal codes | Configuration |
| **20** | | As we are uploading a file, the system is not able to show file’s format for instance JPG or PDF. Further, the system is accepting any format even word file. In addition, the system is not exhibiting type of uploaded file. This may cause selection of mistaken or irrelevant documents. | It is recommended to specify type of file and provide the users with a preview of the document prior to uploading | Configuration |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| 21 |  | Archiving option is critical in the Block so that the user can conduct a search and find older documents and information (Institutional History) | Archiving for the purpose of institutional history | Configuration |
| 22 | | The majority user of this systems are Afghans. It is noted that if a local language is selected the fields are still in English. This also applies to drop down tabs where there is a selection of both English and local languages combined, instead of one language throughout. Consistency is required. | Local languages should imply that they are void of as much English as possible. Therefore, every attribute button and bracket going on data entry should be considered in terms of local language and English accordingly | Customization |
| 23 | | There should be clear instructions and help provided during each step of the process this would avoid any issues that may arise. | Develop clear instructions in all three languages. A link to the manual would be of value so that user can find the PDF if they need further guidance or information | Customization |

| | 2. MCAS Internal Data Entry | | | |
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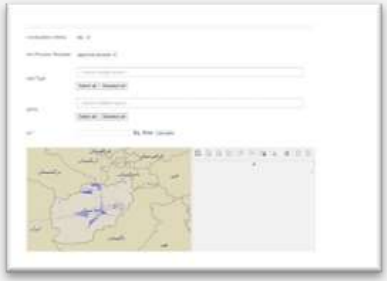
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **24** | | System must show overlaps on the different images of the map one on top of the other (overlays) to ensure that they are visible with the appropriate coordinates and legend | Overlaps of maps and coordinates | Customization |
| **25** |  | When it is required to create a new block, the issue becomes that the newly created block may face an overlap or contact point that is joint. When the user clicks on the contact point or previous block on the map it cannot reach the necessary information. | It is recommended that by clicking on a previously registered block all the information regarding the block should be shown in an attribute table as in ArcGIS. | Customization |
| **26** | | Automatic calculation of increase of land-usage (block growth) over time for example year 1 x hectares squared year 5 increase hectares by what percentage and what increase | Calculations for specific functions<br>Sample Rwanda:<br>http://portals.flexicadastre.com/rwanda/ | Customization |
| **27** | No screenshot available | While registration of contracts in the system, the initial capital (exploration stage) and terminal capital (extraction stage) are not recorded in the system. What may assist in the classifications | Both initial and terminal capitals should be inserted in the systems, so that it will facilitate | Customization and Configuration |

| | 2. MCAS Internal Data Entry | | | |
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| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | reporting process for the users. | |
| **29** | | The section regarding stakeholder corporation, and refers to the license validity period cannot have information inserted as to the start and implementation dates | It is suggested to design the system in a way to indicate license start date, expiry date, and validity period automatically | Customization |
| **30** | | Announcement of small-scale licenses is online, and applications by applicants are also received online. An applicant can apply up to 5 times and upload applications for each announced block. The issue is the uploading of these applications to MCAS, requires that the MoMP user has to first receive the blocks' description from the bidding department of DG. Cadastre physically, then the MoMP user has to create the block once more in MCAS manually, and for the second time the MoMP user has to receive the submitted applications physically from the bidding departments for uploading onto the MCAS. | The Announcement of the block including its description should already be done online as per an application and licensing process. Should be reflected automatically in TP. | Customization |
| **31** | No screenshot available | Transaction text to explain something that needs to be commented upon. Ensure that comments are captured for future reference and for other users. | Interactive comment box for leaving messages regarding transactions | Customization |
| **33** | | Applicants/ companies while registering should upload the logo and it should be shown on the top of the system so that it is identifiable | Applicants/ companies while registering should upload the logo and it should be shown on the top of the system so that it is identifiable. Needs to | Customization |

| | 2. MCAS Internal Data Entry | | | |
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| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | link with the Applicant interface. | |
| **34** | | When it is required to create a new block, after entering the user's name in the new created block's attribute, the code bracket remains empty, given code to this bracket is manual by the user. | It is suggested that the code should be taken automatically from the classified standard codes. | Customization |
| | | The map shown in the MCAS system is a simple map that only shows the boundaries of the designated districts. | it must also depict the map of public utility facilities, environmental and archaeological protected areas, archaeological sites, industrial parks, etc.<br>The map should indicate key pieces of information including the coordinated on the actual block, name of block and furthermore all information relative to the site, rivers, villages etc.<br>It should be noted that the AGS, Ministry of Agriculture, NEPA, and other key agencies should be able to provide further accurate details in regards to the mapping. | Customization |

| | 2. MCAS Internal Data Entry | | | |
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| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | Sample Rwanda: http://portals.flexicadastre.com/rwanda/ | |
| **35** | | Map needs a comprehensive legend; boundaries 1) transboundary, 2) provincial, 3) roads. 4) rivers, etc. Compass indicating north and south also required | Legend and Compass<br>Sample Rwanda: http://portals.flexicadastre.com/rwanda/ | Customization |
| **36** | | Total contracted areas (blocks) should be calculated on an individual company basis but also through the selection of various companies. This would imply that selected and identified companies could have total cumulative area(s) would be calculated. | Need to be able to select various companies through a filtered system. Calculations should be automated and allow for total areas of all companies or whole company<br>Sample Rwanda: http://portals.flexicadastre.com/rwanda/ | Customization |
| **37** | | Need to be able to upload in the block/field the Provincial inspectors' field reports and documents from the site (block). Instructions required on uploading (drag and drop option) | Instructions and creation of Profile | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| 38 | | When it is required to create a new block, after entering the user's name in the new created block's attribute, the code bracket remains empty, giving a code to this bracket is manual by the user. | It is suggested that the code should be taken automatically from the classified standard codes. | Customization |
| 39 | | After inputting coordinates in the section of creating a new block, the user would proceed to manually select the region and district name. | on the inputted coordinates and it is reviling to user for confirmation then automatically going to next step. | Customization |
| 40 | | Automatic calculation of total amount of the extracted volume of whole companies or specific companies during the lifetime by defined or selected years. Separation of type of mineral i.e. gemstones, sand, marble, coal etc. as well as location | Calculations and disaggregation of information | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| 41 | | Should have a field to disclose the transfer of licenses and be able to link data and information from the previous to the new license owner. This type of information should be archived. | Archival information for institutional history is important | Customization |
| 42 | | Separate section that takes into consideration exploration and exploitation projects and links these profiles with rejection or acceptance of license by MoMP. Information should be archived even if rejected | Linkages of Profiles | Customization |
| 44 | | Needs a section for processing plants to be added into the system and required fields that identify company as processing plant, type, detailed information to be entered into designate fields | Addition to fields as required | Customization |
| 45 | | Small scale contracts or licenses are categorized based on provinces, large scale contracts are categorized based on exploration and exploitation groups as per the workspace menu. This is confusing to the user. | The classification in the workspace need to be reorganized and customized. Example based on provinces, mineral and petroleum contracts that are listed as sub-categories. More groups in each category | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**MCAS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| | | | such as small-scale mineral projects, large scale mineral projects, processing license, agreement of construction materials, enterprises and etc.<br>Reorganization and restructuring of categories and sub-categories under workspace. Need to be linked with contracts and licenses. | |
| **46** | | A section needs to be built out for Export/Transportation Permits specific to the transfer of precious and semi-precious stones, and other minerals as per the policies and procedures defined by MoMP. Permits should be identified in the tabs and uploaded as per example: what type, weight, destination, and what is the purpose of transportation in order for laboratory analysis, transportation or transfers, exports, exhibits, and other finite uses. As well as where is it being transported. | Permits and transportation and transfer of gemstones or other minerals | Customization |
| **47** | No screenshot available | State Owned Enterprises (SOEs)should have a profile and it should include all reports, organizational structure. restructuring and Supreme audit office documents | SoE's important requirement for 2019 EITI Standards and Requirements compliance | Customization |
| **48** | | If it is required to upload payments, such as companies' liabilities for those | There needs to be consideration given to | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | license/contracts which are cancelled or expired. So, the user will have to first change the status of the license from cancelled or expired to active then modify the payments accordingly. MoMP will not be able to identify the type or status in the contract portal or receive payments | those companies who have closed and yet owe money. As these companies are listed as owning and might still pay there needs to be an additional field to allow for payment even though status indicates closure | |
| **49** | | In spite of the licenses and contracts, the revenue from the sale of resources is not classified accordingly and needs more specific fields. Companies that receive transportation permits for a specific volume of gemstone based on gemstone transport procedure, revenue from construction materials agreement, enterprises and etc. are listed in the portal as the contracts of MoMP. More clarification and sub-divisions required | it is suggested that to find and implemented in a reasonable way. That these can be cross referenced as well | Customization |
| **50** | No screenshot available | If a contract is registered as exploration or extraction there is no consideration given for the in-between stages between the 2 license periods where for example advanced exploration/development takes place. The system should highlight what phase the project is in currently. Therefore, the system should indicate that the stated contract has not proceeded from exploration stage to the extraction. | Design the system in the way that, when a contractor proceeds from exploration stage to extraction, the system may have the capacity to include the details about the progress from one step to another and indicate the dates as well. This may be modelled after the mine life cycle phase | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | exploration, development, operations, or closure. This can be further broken down. | |
| **51** | | If It is required that, to download the active contracts or inactive contracts or combined, on the downloaded excel sheet the coordinates of the contracts are not automatically download in excel columns, user have to manually open every license then click on modify after that click on location tab finally the user should copy the coordinates manually from MCAS and past it in excel for every contract again and again. | The downloading of contracts needs to be configured that there is no missing information on the excel spreadsheets. Cut and Past needs to be eliminated | Customization |
| **52** | | System should accept business license number as per the Ministry of Industry and Commerce | Assist in identification for beneficial Ownership also field for streamlining | Customization |
| **53** | No screenshot available | A field needs to open the process for permitting uploads. MCAS needs to upload process permits. | Uploading process permits required with appropriate fields to support this | Customization |
| **54** | No screenshot available | Frequency of communication between company and government should be | Communication Exchange needs to be incorporated | Customization |

| | 2. MCAS Internal Data Entry | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>MCAS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | monitored especially around payments but also around violations and conflicts | | |
| **55** | | To further strengthen mining sector's transparency, accurate reporting, and implementation EU suggestions, it is required to digitalize the working process among MoMP, contracted companies, and those companies that requested for working permits or process licenses. | To further strengthen the mining sector's transparency, improve accurate data and reporting, it is important to implement the system from the provincial to the central level. Manual procedures of which some are redundant will be mainstreamed into the system. Within the system specific tabs to key positions (i.e. DM, Directors, and Directorates) should be linked with notifications when key information (license approvals, permits, etc.) are being circulated. Downstream e-signatures etc. Companies should also be able gain access to the system to view their profiles and key information.<br>Internal notification and communication links. Directorate users and Company Users | Customization |

| | 2. MCAS Internal Data Entry | | | |
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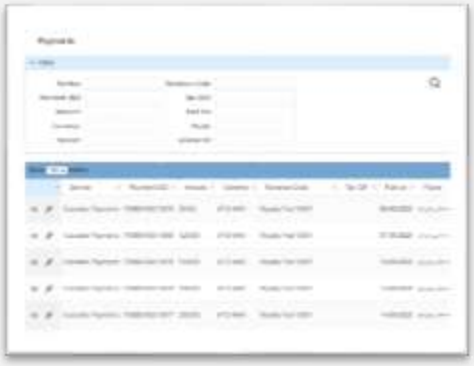
| | **Screen Shot of System**<br>**MCAS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **56** | | When downloading reports, the system is does not provide details as per request. Example if the user requests a contract report, the scanned copy might not include details about the owner, contact number/ email address. In addition, the system cannot provide users with the monthly performance reports of staff. | Templates should be created based on the reports necessary and fields should be modelled after these so that the data and information is captured. | Customization |
| **57** | | As a contract is transferring from a real or legal person to another the process needs to be documented in the system. The system currently only indicates information regarding the person to whom the license has been transferred too; yet does not provide other details as per an initial applicant for a license. Therefore, information such as details regarding address, beneficial ownership etc. needs to be considered. Information based on the original owner should be archived. Contract information as to the date transferred, expired, penalties etc. should all be recorded. | Transfer of License and new fields to provide detailed information regarding previous and new licensee. | Customization |
| **58** | No screenshot available | While insertion of data into the blank spaces, if we miss one space and click on next button, the system will clear all prior inserted information without indicating the proposed blank square. Re-recording information once lost is a time wasted | It is suggested to highlight the only square that information is not added to without clear of other information | Customization |

# 5 NON-TAX REVENUE SYSTEM

The NTRS system is currently being used by the Revenue Directorate. Currently there are 2 contracted employees using the NTRS system in the MoMP Central Office, Revenue Directorate. On the Provincial level the system although operative has not been fully functional. Manual paper documents such as the Data related to payments is currently being filled out manually on M26 and M27 forms and submitted to MoMP Central Kabul to be inputted and processed. Currently only 3 Provincial offices (Nangahar, Kandahar, Bamiyan) are doing data entry directly into the system. As of October 2020, the MoMP Revenue Directorate is inputting M27 and the M29 forms from 31 Provinces.

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **1** |  | Generate reports that allow for filtering of information for example the top 10 companies or the middle range companies, payers, and tariffs etc. Should be linked to various fields for data selection and criteria on a per needs basis | Filtering of information | Configuration |
| **2** | No screenshot available | System needs to take into consideration security access for certain individuals | Security Measures | Configuration |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **3** | | Reports should be previewed on the seen prior to printing. Should have print options on the system PDF, JPEG etc. | Visual | Configuration |
| **4** | | Reports need to have the calendar available. Time and calendar (solar or Gregorian) should be included automatically in the printing process | Date and time | Configuration |
| **5** | No screenshot available | NTRS should directly print out the invoices and the receipts without downloading the documents and then having to print | Printing of Invoices | Configuration |
| **6** | No screenshot available | Ability to leave messages between working colleagues so that if there are any issues, they are visible to the next user or to someone who is seeing information | Message Board for communication purposes | Configuration |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **7** | No screenshot available | Takes considerable time to upload and download documents and reports as well as receipts etc. This is big issue in the Provinces | Computer capacity and internet speed play a the timeliness . role in and efficiency of the process | Configuration |
| **8** | No screenshot available | Issue regarding being unable to remain on one page while flipping back and forth to other parts of a document. Need to be able to go between, while being able to stay on the initial page | Flipping between pages – multiple views and zoom | Configuration |
| **9** | No screenshot available | Would like to have an extensive filtering system so that specific details are generated in a report format or are generated based on need. Would like to select per company, by values, exports, payments, penalties etc. | Filtering System for Users | Configuration |
| **10** | No screenshot available | Need to identify from which Province the Application is coming from. (Postal Code) | A Provincial Postal Code would assist or drop-down Provincial Menu | Configuration |
| **11** | No screenshot available | Flexibility to shift between two pages and still remain at the same or current page / or open two items at the same time is an important required feature. | Ease of Use | Configuration |
| **12** | No screenshot available | Allow for the use of a highlighter option to be able to highlight certain documents so that they can be made visible | Develop highlighter option | Configuration |
| **13** | No screenshot available | The colours of the Table of Contents and Background do not match each other; more thought into colour combinations | Selection of colours in consistency of both items, if possible. | Configuration |
| **14** | No screenshot available | Search option arrows or back spaces should allow the user to go back one page | Back spacing needs to occur. A good example is the google search | Configuration |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | as opposed to going back all the way to the beginning | page which allows users to go back to the previous page as opposed to the beginning | |
| **15** | | Should be able to search for license or company profile or payment via the TIN number | TIN identification and Filtering or business license registration number – allow for cross referencing | Configuration |
| **16** | | Should be able to search for license or company payment or profile via Business License number | Search and filter capabilities | Configuration |
| **17** | | Formulas should be automatically embedded so there is no need to do any manual calculations | Standard formulas in real time and with options (These are included in this document) | Customization |

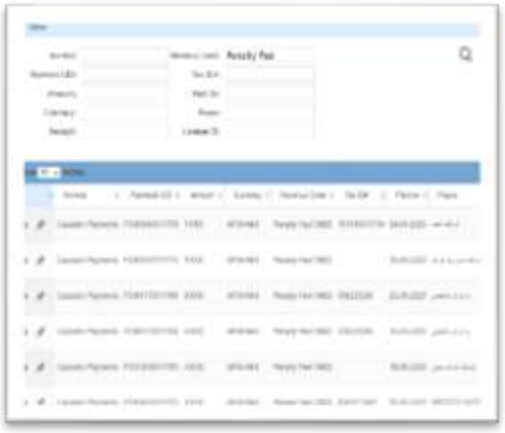
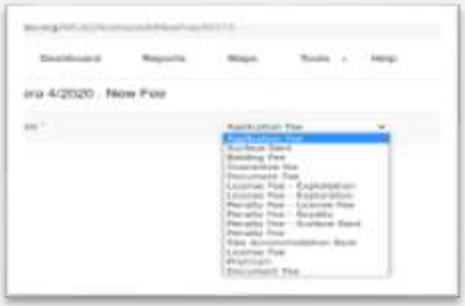
| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **18** | | System should provide user activity reports and record as well as archive the sures. | Records – for security purposes as well | Customization |
| **19** | No screenshot available | Additional payments or fees that are not directly related to the NTRS system but other entities such as fees for environmental permits, water permits, transportation, or other such as illegal mining | Include additional payments from other entities. This means Customs, NEPA, Agriculture etc. where other payments and fees are collected related to exploration development processing etc. | Customization |
| **20** | No screenshot available | Calculate total bank guarantees for 1 company or all companies, again disaggregate by province, type of mineral and other key fields so selection | Links with NTRS and needs company input | Customization |
| **21** | No screenshot available | Automatic Calculation of total amount of exported minerals by type, by weight, by mineral, by country exported, | Calculations and new fields | Customization |
| **22** | No screenshot available | Separate section should be included within the system yet linked to company profile of annual, quarterly reports, filings, stock information (if publicly traded) | Annual Reports uploaded and linked to profiles | Customization |
| **23** | No screenshot available | Calculate total number of Afghan/Dollars of total investment by a company or by selected group of companies as needed | Currency Values should be linked with daily exchange rates | Customization |

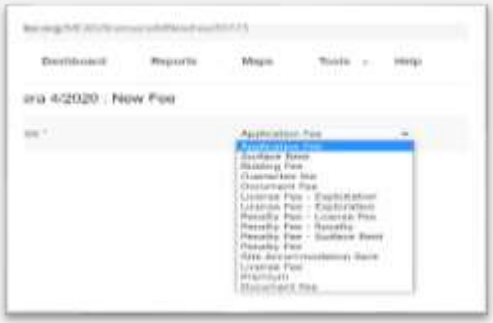
| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | and available in Afghans and USD or other currency<br>Selection of various companies. This should be embedded in the system in terms of real time/currency should be considered in USD and Afghan currency/ Currency convertor very important | |
| **24** | No screenshot available | Automated Calculation of payments (surface rents, royalties, permits etc.); furthermore disaggregated information by minerals and metals. Again, company selection in groups or by individuals or as desired | Links with NTRS and needs company input<br>Standardized formulas need to be embedded in the system See Appendix 1 | Customization |
| **25** | No screenshot available | Calculate loans of company or companies in terms of surface rents or royalties, loans provided to specific companies; again disaggregated information per mineral and company and location | Links with NTRS and needs company input. Standard formulas embedded in the system. See Appendix 1 | Customization |
| **26** | No screenshot available | Calculation of total amount of exported minerals by tons or other measurements (drop down menu) of all companies or select companies | Links with NTRS and needs company input | Customization |
| **27** | No screenshot available | Lack of general information/guidance in section. Part of the Manual should be accessible on-line for reference and for | Update manual and post on-line as a resource link. Again | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | help. Search needs to be a bit broader and linked with a HELP Tab. | HELP link issue needs to be addressed | |
| **28** | No screenshot available | The user should have either instructions or guidance so that they are able to switch between the different languages. This should apply to other areas as well where instructions are needed or rquired | Instructions in all 3 languages | Customization |
| **29** | No screenshot available | Takes considerable time to upload and download documents and reports as well as receipts etc. This is big issue in the Provinces | Computer capacity and internet speed play a role . in | Hardware and Internet Issue |
| **30** | No screenshot available | In order to retrieve any information from the system, we can only use the screenshot method. That is time-consuming and non-professional approach. | For easy access to information, the Print option is to be added to the system | Customization |
| **31** | No screenshot available | Long and comprehensive details are required to obtain a company's report from the system, and it is a time-wasting process. | Since filtering and reproducing the report takes long time, the system should only provide the requested information to the applicants. | Customization |
| **32** | No screenshot available | The system cannot display province-based and company-based monthly / annual revenue reports | A method to be used that allows employees to access the company-based and province-based monthly and annual revenue reports. | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| **33** | No screenshot available | The system needs to be able to filter information via the Shamsi/Solar Calendar as well as Gregorian so that overall revenue is filtered and displayed based on the selected calendar dates. This applies to monthly, quarterly, and annual reports. It should display monthly, quarterly, annual revenue as a total per selection of date. It should also permit cross comparisons and previous years | Include some options to display the annual revenue of ongoing year (1399), and if possible, exhibit the revenue of past three years as well. | Customization |
| **34** | No screenshot available | Need to generate graphs, pie charts etc. based on revenue reports for the purpose of reporting and AEITI | Customize to ensure that graphs and other tools are accessible for developing graphs for reporting purposes | Customization |
| **35** | No screenshot available | As the system is not able to provide the users with the mineral-based revenue, this is causing confusions. | The system is to provide the stakeholders with mineral-based revenue data of all provinces. | Customization |
| **36** | No screenshot available | The system cannot display province-based and company-based monthly / annual revenue reports | A method to be used that allows employees to access the company-based and province-based monthly and annual revenue reports. | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| 37 | | Penalties related to lack of payment should be clearly identified in the system. The user should be made aware of which company is late with payments (system should demonstrate this with either date due or size of payment due) Needs to be classified and categorized in such a way that it is evident. The Company should receive a notice by email stating overdue payment – idea again generating 3 emails to ensure checks and balance. Also the late fee or charge should be identified and automatically calculate by the system and emails should be generate automatically based on late payments as per quarterly or annually. When payment is made and verified through the system the emails stop being generated on the late payments. | Consider type and classification of penalties and filter information accordingly. Dates and calendar year need to be very clear. Formulas should be standardized | Customization |
| 38 | | Companies that are behind in payments on a regular basis should be able to be filtered in the system so that if needed truant history will be recorded for active and as per below inactive activity. | Ensure system is able to track history both active and truant. Define various classifications that clearly mark the status of the company and license holder so reporting disclosure is linked to AEITI | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **39** |  | Penalties that are generated due to overdue payments should be kept in the system even if companies cease to exist. They should be archived and accessible in case company re-appears. Mechanism for tracking lost revenue. | A summary statement of lost revenues should be automatically be calculated on a quarterly basis. Need for statements and automatic calculations. Develop tracker system | Customization |
| **40** |  | The nature and type of the penalty fee is not specified in the system | Specify/ clear the nature of the penalty fee. For instance, the amount of environmental damage penalty fee, illegal mining fee to be added to the system. System may reveal the reasons behind fining a specific company | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **41** | | All companies entered and registered in the system should continue to stay in the system this applies to expired and to active. Expired companies should be archived | Active and expired ensure institutional history all data an information remains and is archived | Customization |
| **42** |  | Payments related to environmental and socio-economic (community) both monetary and in-kind need to be developed and implemented into the system. | Create fields and specific template that should be filled on-line regarding these areas. This should include dates the work should beginning according to the contract, the amount ($ or In-kind) the purpose and uploaded receipts for verification. It should meet EITI Standards | Customization |
| **43** | No screenshot available | Need to include a field for illegal mining so that we can record taxes and fees paid and be able to profile these illegal operations. | Companies working outside of the framework of the law have been known to provide receipts yet there is no way to input this into the system. Formalization of the ASM sector needs to | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | occur with more attention to payments that are not within the framework | |
| **44** | No screenshot available | Automatic generated email to companies regarding the production value, surface fees, and royalties that they need to enter into the system under a specific timeframe quarterly, annually. There should be an automated standard calculation formula embedded based on daily rates | Include Production Values and royalties as well as surface rents. Automated calculations and ensure that | Customization |
| **45** | | Information based on royalties and values should be visible as per company or disaggregated by companies so user can select different companies for a total in value or dollar/Afghan amount | Selection for Disaggregated information and values in various currencies | Customization |
| **46** | No screenshot available | Tariffs should be automatically generated and calculated into the system with a proper formula. MCAS System should provide the companies with the tariffs so that these are generated into the NTRS system. | Reduce on bureaucracy – streamline administration and no more official letter between departments. | Customization |
| **47** | No screenshot available | A minerals-based report should be automatically generated for NTRS | Reports automatically generated by filtering certain fields | Customization |
| **48** | No screenshot available | Need to generate and automated email or letter to notify the companies of their tariff payments. | Reduction in letter writing. | Customization |
| **49** | No screenshot available | Currently the MoMP staff check out the bank account for payments made – near future they should have this linked up as some of the private banking systems | Bank has lots of papers they would generate letters as well to | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | Screen Shot of System<br>NTRS Internal Data Entry | Identified Issues | Proposed Recommendations/ Comments | Type |
| | | | acknowledge payments. | |
| **50** | No screenshot available | State Owned Enterprise information should be inputted within the system in terms of financial revenues, allocation, quasi-fiscal expenditures and transportation etc. Note uploading of Supreme audit office reports is important | SOEs and Supreme Audit Office Financials | Customization |
| **51** | No screenshot available | Lack of an official channel, by which the direct user may contact the technical staff in case they face any problem. | An official email ID to be created. Thus, the user will be able to share their concerns directly to the technical team via a message board | Customization |
| **52** | No screenshot available | The system accepts data even when it is registered repeatedly. This challenge is impacting accuracy of the system. There-fore there needs to be a quality control check in the system | The system should automatically display duplicated information or not permit entry of the data. | Customization |
| **53** | No screenshot available | Would like to have the information selected but also how it is presented to meet certain needs for example. A standard reporting template that is automatically generated based on MoMP monthly, quarterly, and annual reports. Then also generated reports based on specifically filters and disaggregated information. | Should not need to do filtering in excel be the system should be able to filter and disaggregate data and information | Customization |

| 3. NTRS Internal Data Entry | | | | |
|---|---|---|---|---|
| | **Screen Shot of System**<br>**NTRS Internal Data Entry** | **Identified Issues** | **Proposed Recommendations/ Comments** | **Type** |
| **54** | | Information based on royalties and values should be visible as per company or disaggregated by companies so user can select different companies for a total in value or dollar/Afghan amount | Selection for Disaggregated information and values in various currencies | Customization |
| **55** | No screenshot available | System should be able to transfer current manual logs (for registration purposes) letters (provide templates and generate into fields and documents) within the system. Manual operations such as writing letters to other departments and directorates should shift from manual to digital with options to print paper copies or use letter templates. | Take manual operations such as letter writing and login and digitize these operations within the system for the sake of efficiency and time. | Customization |

# 6. TRANSPARENCY PORTAL

The Transparency Portal currently has 230 number of registered users. The Transparency Portal allows the public to register to be able to view key information regarding the sector. The Transparency Portal is the public face of the MCAS and NTRS system. It is key to the systematic disclosure as per the 2019 Extractives Industry Transparency Initiative (AEITI) Standards and Requirements. The Afghanistan Extractives Industry Transparency Initiative is key to ensuring compliance of systematic disclosure as mainstreamed on this site.

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | **Screen Shot of System Transparency Portal** | **Identified Issues** | **Proposed Recommendations/Comments** | **Type** |
| **1** | | TP Needs a makeover with the proper tabs and resizing of cells as the fields are large but the text once inputted is small – needs to be appropriate for visual | Redesign the Front of TP | Configuration and Cosmetic |
| **2** | No screenshot available | Links to the AEITI reports should be considered | Links should be coordinated with AEITI | Configuration |
| **3** | No screenshot available | Dashboard should be created so that the users can access information with ease. | Creation of a Dashboard | Configuration |
| **4** | No screenshot available | Ability to manufacture graphs using the existing data with ability to download. Links with reporting for AEITI or other stakeholders | Allows user to design own graphs and figures for the purpose of research and further public disclosure | Configuration |
| **5** | No screenshot available | User friendly tabs and buttons and interface with ease of access to information | Tabs and buttons user friendly and check meanings when creating in English with other common tabs being used in other countries | Configuration |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| **6** | No screenshot available | Application of security that does not allow the manipulation of numbers | Mining Law 3097 current law needs to be considered | Configuration and Security Issue |
| **7** | No screenshot available | There needs to be a change over from posting graphs of information from AEITI and shift to moving into fields or more detailed information such as spreadsheets | Opportunity to switch from graphs to detailed spreadsheets | Customization |
| **8** | No screenshot available | State-owned enterprise information needs to be clearer and posted in a different format so that it is easier to view and data can be used | State Owned enterprises information is | Customization |
| **9** | No screenshot available | Tab for State Owned Enterprises with functional operations such as calculations, archived materials, structure and reform, Supreme audit documents | State Owned Enterprises | Customization |
| **10** | No screenshot available | State Owned information as per organizational chart should be posted and displayed differently | 2019 EITI Requirement should be posted differently on the site. Currently the reports are available however a break-down of the information would make it easier for viewers | Customization |
| **11** | No screenshot available | Dashboard / tab specific to AEITI so that AEITI users can access information in a profile for report | Creation of a Dashboard / Tab for report. Will require filtering of information so that the report can be generated. AEITI to design a template appropriate for reporting | Customization |
| **12** | No screenshot available | Add a tab for other systematic disclosure pages which go beyond that which is being currently being disclosed. | Additional Tab | Customization |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| 13 | | Written instructions on how to use the TP. Should highlight the impacts, benefits, and opportunities of using the data. | Information can be written and or in video format. This information should be highlighted and the AEITI should provide instructions and align this with 2019 EITI Standards | Customization |
| 14 | | Provide text around key information for public use/ information of where to source supporting information. Also should have the 2019 Standards mentioned in the instructions | The idea of pop-ups that explain why certain information is beneficial for the public to know – AEITI and EITI Standards to support information | Customization |
| 15 | | Allow registered users to leave comments/ Back door message board for users – this should be linked with Directorate or AEITI so that questions can be answered or issues such as complaints can be addressed | Message Board or Q and A – Interactive opportunities such as those on the Natural Resource Governance Institution NGRI (Twitter Feed and others) site are a great way to engage stakeholders especially through COVID and get feedback. The NGRI is not a back-door system but could have the MoMP consider this. Again, this should all feed into the MoMP as a risk reduction methodology but also to AEITI for improved transparency and reporting.<br>Source:<br>https://twitter.com/NRGInstitute | Customization |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| 16 | No screenshot available | Registered users should provide further information as to which organization they belong to and leave information in terms of contact details – user permission required. New fields should be created. This information would be valuable for AEITI outreach; mailings and subscriptions. | More information on registered users and ensure this information can be used for analytics (disaggregated) purposes that can feed into AEITI reporting processes and procedures | Customization |
| 17 | | Systematic disclosure of the specific award and transfer process followed in practice through the Transparency Portal, with a view to facilitating the public's assessment of the efficiency of license allocations and transfers and any non-trivial deviations from the statutory process | Message Board or other form of interactivity | Customization |
| 18 | | Beneficial Ownership needs to indicate the control % of the company along with share % on the TP – this needs to interface with Applicant entry | Need to have companies/applicants input the % as per EITI Standard Requirement 2019 | Customization |
| 19 | No screenshot available | Need to identify BO based on natural person as opposed to company. | EITI Standards need to be applied with a proper field | Customization |
| 20 | No screenshot available | Beneficial Ownership Profile of Company | Should have criteria developed so that information can be properly filtered and disaggregated. | Customization |
| 21 | No screenshot available | Communications and Outreach on Beneficial Ownership and PEPs should be displayed on the page as a tool for information dissemination | This could also be put on the AEITI Website | Customization |
| 22 | No screenshot available | Information on payments social expenditures (disaggregated information); need to classify the information in accordance to type of payment: cash, in | New 2019 Standard Compliance and the development of key criteria to ensure that information is available and can be filtered in | Customization |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| | | kind and further disaggregated by the type as per road, school, hospital, religious etc. | accordance to sum, company type and location | |
| **23** | No screenshot available | Disaggregated labour information by company should be accessible. AEITI and the International Labour Organization ILO have a set criterion for disclosure. Information should be filtered though this. | Disaggregated criteria as per level, type of job, local or foreign hire, salary range etc. Information should be filtered | Customization |
| **24** | No screenshot available | Labour information, disaggregated and further breakdown as per ILO classifications | Sufficient information to be able to develop on-line graphs based on labour information with download capabilities | Customization |
| **25** | No screenshot available | Should have links with external sources such as "Open oil or open contracts NGRI" and other international sources for cross referencing | This will assist in tracking other external sources to link with the Transparency Portal | Customization |
| **26** | No screenshot available | Diagram of the flow process of the revenue allocation so that viewers are aware of the process and where the money goes. Diagram should have links attached to it and these should be considered | Process /flow chart that should have clicks on it so one can enter into other Ministries or Agencies or can have graphs that pop up based on revenue collected by the different agencies | Customization |
| **27** | | Written instructions on how to use the TP should be amplified and should be issued for each page. See front of Transparency Portal | Information can be provided in text, questions and answers or mini video format. AEITI should provide detailed information on the information use. | Customization |
| **28** | No screenshot available | Create a dashboard that allows AEITI to manage compliance as per the 2019 EITI Standard and Requirements | Dashboard | Customization |
| **29** | No screenshot available | Allow AEITI to generate a Report from the Transparency Portal for stakeholders | Report Generation | Customization |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| 30 | No screenshot available | Contracts need to be classified properly and should be classified accordingly in the TP | This links with the MCAS system | Customization |
| 31 | No screenshot available | Companies buying oil, gas and/or mineral resources from the state, including state-owned enterprises (or third parties appointed by the state to sell on their behalf), are encouraged to disclose volumes received from the state or state-owned enterprise and payments made for the purchase of oil, gas and/or mineral resources. This could include payments (in cash or in kind) related to swap agreements and resource-backed loans. The published data could be disaggregated by individual seller, contract or sale. The disclosures could for each sale include information on the nature of the contract (e.g. spot or term) and load port. | Recent EITI Requirements – links with NTRS and the MCAS/requires new fields for companies and it requires | Customization |
| 32 | | Allow registered users to leave comments/ Back door message board for users – this should be linked with Directorate or AEITI so that questions can be answered or issues such as complaints can be addressed | Message Board or Q and A | Customization |
| 33 | | English grammar mistakes, typos need to be checked to ensure proper spelling and meaning is taken into consideration. This also applies for text that is being written in English. Similar issues have also arisen in Dari and Pashtu | Spelling and grammar need to be checked. | Customization |

| 4. Transparency Portal (Public Access) | | | | |
|---|---|---|---|---|
| | Screen Shot of System Transparency Portal | Identified Issues | Proposed Recommendations/Comments | Type |
| **34** | | Clicking on filter windows fails to produce a result or activate a link with the exception of “Filter by Status”, which opens a drop list with options such as, “Active”, “Suspended”, etc. and then produces an EXCEL list of filtered results. | The term “Asset” should be replaced by “Commodity”, which is the commonly used term.<br>Click boxes are too small to show the full name. It is recommended to drop the words “Filter by …” and just insert the code itself: “Licence”, “Owner”, etc. | Customization |
| **35** | No Screenshot Available | Ensure that any figures displayed can be converted into two currencies (USD_AFG) again for reporting purposes for AEITI | Currency conversion and display | Customization |

# 7. EITI Systematic Disclosure

A compliance review was undertaken with Afghanistan Extractives Transparency Initiative (AEITI) to ensure that the Transparency Portal would meet 2019 EITI Standards and Requirements. It should be noted that as of October 5, 2020 the EITI Norway has made some additional compliance requirements for companies buying oil, gas, and minerals from governments. The guidelines promote a consistent approach to the disclosure of payments to states or to state-owned enterprises that include the following:

- *Oil, gas or minerals are being sold on behalf of the state,*
- *EITI requirements are applicable and relevant, or*
- *There is commitment to transparency in commodity sales.*

*See New Requirements:*
*https://eiti.org/files/documents/eiti_reporting_guidelines_for_companies_buying_oil_gas_and_minerals_from_governments.pdf*

Other systematic disclosure requirements are highlighted in the following section as per the 2019 AEITI Standards. It should be noted that the Minerals law and regulations of Afghanistan have been created in alignment with the 2019 EITI Standards and Requirements in mind.

# 8A Government and Corporate Disclosure

## a. Government disclosure

- Disclosure requirements
- Description
- Government entity
- Level of disaggregation and comprehensiveness
- Data quality and assurance
- Data timeliness
- Sources / URLs

## b. Government Disclosure Requirements – Non-Revenue Data

### 1.1 Legal Framework and Fiscal Regime

a) Implementing countries must disclose a description of the legal framework and fiscal regime governing the extractive industries. This information must include a summary description of the fiscal regime, including the level of fiscal devolution, an overview of the relevant laws and regulations, and information on the roles and responsibilities of the relevant government agencies.
b) Where the government is undertaking reforms, the multi-stakeholder group is encouraged to ensure that these are documented.

### 1.2 License Allocations

a) The multi-stakeholder group may wish to include additional information on the allocation of licenses in the EITI Report, including commentary on the efficiency and effectiveness of licensing procedures.

## 1.3 Register of Licenses

a) The term license in this context refers to any license, lease, title, permit, contract or concession by which the government confers on a company(ies) or individual(s) rights to explore or exploit oil, gas and/or mineral resources.

b) Implementing countries are required to maintain a publicly available register or cadastre system(s) with the following timely and comprehensive information regarding each of the licenses pertaining to companies covered in the EITI Report:

i. License holder(s).

ii. Where collated, coordinates of the license area. Where coordinates are not collated, the government is required to ensure that the size and location of the license area are disclosed in the license register and that the coordinates are publicly available from the relevant government agency without unreasonable fees and restrictions. The EITI Report should include guidance on how to access the coordinates and the cost, if any, of accessing the data. The EITI Report should also document plans and timelines for making this information freely and electronically available through the license register.

iii. Date of application, date of award and duration of the license.

iv. In the case of production licenses, the commodity being produced.

It is expected that the license register or cadastre includes information about licenses held by all entities, including companies and individuals or groups that are not included in the EITI Report, i.e. where their payments fall below the agreed materiality threshold. Any significant legal or practical barriers preventing such comprehensive disclosure should be documented and explained in the EITI Report, including an account of government plans for seeking to overcome such barriers and the anticipated timescale for achieving them.

c) Where the information set out in 2.3.b is already publicly available, it is sufficient to include a reference or link in the EITI Report. Where such registers or cadastres do not exist or are incomplete, the EITI Report should disclose any gaps in the publicly available information and document efforts to strengthen these systems. In the interim, the EITI Report itself should include the information set out in 2.3.b above.

## 1.4 Contracts

a) Implementing countries are encouraged to publicly disclose any contracts and licenses that provide the terms attached to the exploitation of oil, gas and minerals.

b) It is a requirement that the EITI Report documents the government's policy on disclosure of contracts and licenses that govern the exploration and exploitation of oil, gas and minerals. This should include relevant legal provisions, actual disclosure practices and any reforms that are planned or underway. Where applicable, the EITI Report should provide an overview of the contracts and licenses that are publicly available, and include a reference or link to the location where these are published.

c) The term contract in 2.4(a) means:

i. The full text of any contract, concession, production-sharing agreement or other agreement granted by, or entered into by, the government which provides the terms attached to the exploitation of oil gas and mineral resources.

ii. The full text of any annex, addendum or rider which establishes details relevant to the exploitation rights described in 2.4(c)(i) or the execution thereof.

iii. The full text of any alteration or amendment to the documents described in 2.4(c)(i) and 2.4(c)(ii).

d) The term license in 2.4(a) means:

i. The full text of any license, lease, title or permit by which a government confers on a company(ies) or individual(s) rights to exploit oil, gas and/or mineral resources.

ii. The full text of any annex, addendum or rider that establishes details relevant to the exploitation rights described in in 2.4(d)(i) or the execution thereof.

ii. The full text of any alteration or amendment to the documents described in 2.4(d)(i) and 2.4(d)(ii).

## 1.7 Beneficial Ownership #2

a) It is recommended that implementing countries maintain a publicly available register of the beneficial owners of the corporate entity(ies) that bid for, operate or invest in extractive assets, including the identity(ies) of their beneficial owner(s), the level of ownership and details about how ownership or control is exerted. Where possible, beneficial ownership information should be incorporated in existing filings by companies to corporate regulators, stock exchanges or agencies regulating extractive industry licensing. Where this information is already publicly available, the EITI Report should include guidance on how to access this information.

b) It is required that:

i. The EITI Report documents the government's policy and multi-stakeholder group's discussion on disclosure of beneficial ownership. This should include details of the relevant legal provisions, actual disclosure practices and any reforms that are planned or underway related to beneficial ownership disclosure.

ii. By 1 January 2017, the multi-stakeholder group publishes a roadmap for disclosing beneficial ownership information in accordance with clauses (c) - (f) below. The multi-stakeholder group will determine all milestones and deadlines in the roadmap, and the multi-stakeholder group will evaluate implementation of the roadmap as part of the multi-stakeholder group's annual progress report.

c) As of 1 January 2020, it is required that implementing countries request, and companies disclose, beneficial ownership information for inclusion in the EITI Report. This applies to corporate entity(ies) that bid for, operate or invest in extractive assets and should include the identity(ies) of their beneficial owner(s), the level of ownership and details about how ownership or control is exerted. Any gaps or weaknesses in reporting on beneficial ownership information must be disclosed in the EITI Report, including naming any entities that failed to submit all or parts of the beneficial ownership information. Where a country is facing constitutional or significant practical barriers to the implementation of this requirement by 1 January 2020, the country may seek adapted implementation in accordance with requirement 8.1.

d) Information about the identity of the beneficial owner should include the name of the beneficial owner, the nationality, and the country of residence, as well as identifying any politically exposed persons. It is also recommended that the national identity number, date of birth, residential or service address, and means of contact are disclosed.

e) The multi-stakeholder group should agree an approach for participating companies assuring the accuracy of the beneficial ownership information they provide. This could include requiring companies to attest the beneficial ownership declaration form through sign off by a member of the senior management team or senior legal counsel, or submit supporting documentation.

f) Definition of beneficial ownership:

i. A beneficial owner in respect of a company means the natural person(s) who directly or indirectly ultimately owns or controls the corporate entity.

ii. The multi-stakeholder group should agree an appropriate definition of the term beneficial owner. The definition should be aligned with (f)(i) above and take international norms and relevant national laws into account, and should include ownership threshold(s). The definition should also specify reporting obligations for politically exposed persons.

iii. Publicly listed companies, including wholly-owned subsidiaries, are required to disclose the name of the stock exchange and include a link to the stock exchange filings where they are listed.

iv. In the case of joint ventures, each entity within the venture should disclose its beneficial owner(s), unless it is publicly listed or is a wholly-owned subsidiary of a publicly listed company. Each entity is responsible for the accuracy of the information provided.

g) The EITI Report should also disclose the legal owners and share of ownership of such companies.

2.6 State participation Where state participation in the extractive industries gives rise to material revenue payments, implementing countries must disclose:

a) An explanation of the prevailing rules and practices regarding the financial relationship between the government and state-owned enterprises (SOEs), e.g., the rules and practices governing transfers of funds between the SOE(s) and the state, retained earnings, reinvestment and third-party financing.

For the purpose of EITI reporting, a SOE is a wholly or majority government- owned company that is engaged in extractive activities on behalf of the government. Based on this, the multi-stakeholder group is encouraged to discuss and document its definition of SOEs taking into account national laws and government structures.

b) Disclosures from the government and SOE(s) of their level of ownership in mining, oil and gas companies operating within the country's oil, gas and mining sector, including those held by SOE subsidiaries and joint ventures, and any changes in the level of ownership during the reporting period.

This information should include details regarding the terms attached to their equity stake, including their level of responsibility to cover expenses at various phases of the project cycle, e.g., full-paid equity, free equity, carried interest. Where there have been changes in the level of government and SOE(s) ownership during the EITI reporting period, the government and SOE(s) are expected to disclose the terms of the transaction, including details regarding valuation and revenues. Where the government and SOE(s) have provided loans or loan guarantees to mining, oil and gas companies operating within the country, details on these transactions should be disclosed.

## 1.8 Government Disclosure Requirements – Exploration and Production Data

3.1 Exploration Implementing countries should disclose an overview of the extractive industries, including any significant exploration activities.

3.2 Production Implementing countries must disclose production data for the fiscal year covered by the EITI Report, including total production volumes and the value of production by commodity, and, when relevant, by state/region. This could include sources of the production data and information on how the production volumes and values disclosed in the EITI Report have been calculated.

3.3 Exports Implementing countries must disclose export data for the fiscal year covered by the EITI Report, including total export volumes and the value of exports by commodity, and, when relevant, by

state/region of origin. This could include sources of the export data and information on how the export volumes and values disclosed in the EITI Report have been calculated.

## 1.9 Government Disclosure Requirements – Revenue Data

4.1/4.9 Comprehensive disclosure of taxes and revenues, data quality (4.9) a) In advance of the reporting process, the multi-stakeholder group is required to agree which payments and revenues are material and therefore must be disclosed, including appropriate materiality definitions and thresholds. Payments and revenues are considered material if their omission or misstatement could significantly affect the comprehensiveness of the EITI Report. A description of each revenue stream, related materiality definitions and thresholds should be disclosed. In establishing materiality definitions and thresholds, the multi-stakeholder group should consider the size of the revenue streams relative to total revenues. The multi-stakeholder group should document the options considered and the rationale for establishing the definitions and thresholds.

Taxes and other revenue streams

b) The following revenue streams should be included:

i. The host government's production entitlement (such as profit oil)
ii. National state-owned company production entitlement
iii. Profits taxes
iv. Royalties
v. Dividends
vi. Bonuses, such as signature, discovery and production bonuses
vii. License fees, rental fees, entry fees and other considerations for licences and/or concessions
viii. Any other significant payments and material benefit to government

Any revenue streams or benefits should only be excluded where they are not applicable or where the multi-stakeholder group agrees that their omission will not materially affect the comprehensiveness of the EITI Report.

c) Implementing countries must provide a comprehensive reconciliation of government revenues and company payments, including payments to and from state-owned enterprises, in accordance with the agreed scope. All companies making material payments to the government are required to comprehensively disclose these payments in accordance with the agreed scope. An entity should only be exempted from reporting if it can be demonstrated that its payments and revenues are not material. All government entities receiving material revenues are required to comprehensively disclose these revenues in accordance with the agreed scope.

d) Unless there are significant practical barriers, the government is additionally required to provide aggregate information about the amount of total revenues received from each of the benefit streams agreed in the scope of the EITI Report, including revenues that fall below agreed materiality thresholds. Where this data is not available, the Independent Administrator should draw on any relevant data and estimates from other sources in order to provide a comprehensive account of the total government revenues.

4.2 Sale of the state's share of production or other revenues collected in kind Where the sale of the state's share of production or other revenues collected in kind is material, the government, including state-owned enterprises, are required to disclose the volumes sold and revenues received. The published data must be disaggregated by individual buying company and to levels commensurate with the reporting

of other payments and revenue streams (4.7). Reporting could also break down disclosures by the type of product, price, market, and sale volume. Where practically feasible, the multi-stakeholder group is encouraged to task the Independent Administrator with reconciling the volumes sold and revenues received by including the buying companies in the reporting process.

4.3 Infrastructure provisions and barter arrangements The multi-stakeholder group and the Independent Administrator are required to consider whether there are any agreements, or sets of agreements involving the provision of goods and services (including loans, grants and infrastructure works), in full or partial exchange for oil, gas or mining exploration or production concessions or physical delivery of such commodities. To be able to do so, the multi-stakeholder group and the Independent Administrator need to gain a full understanding of: the terms of the relevant agreements and contracts, the parties involved, the resources which have been pledged by the state, the value of the balancing benefit stream (e.g. infrastructure works), and the materiality of these agreements relative to conventional contracts. Where the multi-stakeholder group concludes that these agreements are material, the multi-stakeholder group and the Independent Administrator are required to ensure that the EITI Report addresses these agreements, providing a level of detail and transparency commensurate with the disclosure and reconciliation of other payments and revenues streams. Where reconciliation of key transactions is not feasible, the multi-stakeholder group should agree an approach for unilateral disclosure by the parties to the agreement(s) to be included in the EITI Report.

## 1.10 Transportation Revenues

Where revenues from the transportation of oil, gas and minerals are material, the government and state-owned enterprises (SOEs) are expected to disclose the revenues received. The published data must be disaggregated to levels commensurate with the reporting of other payments and revenue streams (4.7). Implementing countries could disclose:

a) A description of the transportation arrangements including: the product; transportation route(s); and the relevant companies and government entities, including SOE(s), involved in transportation.

b) Definitions of the relevant transportation taxes, tariffs or other relevant payments, and the methodologies used to calculate them.

c) Disclosure of tariff rates and volume of the transported commodities.

d) Disclosure of revenues received by government entities and SOE(s), in relation to transportation of oil, gas and minerals.

e) Where practicable, the multi-stakeholder group is encouraged to task the Independent Administrator with reconciling material payments and revenues associated with the transportation of oil, gas and minerals.

4.5 Transactions related to state-owned enterprises The multi-stakeholder group must ensure that the reporting process comprehensively addresses the role of state-owned enterprises (SOEs), including material payments to SOEs from oil, gas and mining companies, and transfers between SOEs and other government agencies.

4.6 Subnational payments It is required that the multi-stakeholder group establish whether direct payments, within the scope of the agreed benefit streams, from companies to subnational government entities are material. Where material, the multi-stakeholder group is required to ensure that company payments to subnational government entities and the receipt of these payments are disclosed and reconciled in the EITI Report.

## 1.11 Government Disclosure Requirements – Non-Revenue Data

5.1 Distribution of extractive industry revenues Implementing countries must disclose a description of the distribution of revenues from the extractive industries.

a) Implementing countries should indicate which extractive industry revenues, whether cash or in kind, are recorded in the national budget. Where revenues are not recorded in the national budget, the allocation of these revenues must be explained, with links provided to relevant financial reports as applicable, e.g., sovereign wealth and development funds, subnational governments, state-owned enterprises, and other extra-budgetary entities.

b) Multi-stakeholder groups are encouraged to reference national revenue classification systems, and international standards such as the IMF Government Finance Statistics Manual.

5.2 Subnational transfers a) Where transfers between national and subnational government entities are related to revenues generated by the extractive industries and are mandated by a national constitution, statute or other revenue sharing mechanism, the multi- stakeholder group is required to ensure that material transfers are disclosed. Implementing countries should disclose the revenue sharing formula, if any, as well as any discrepancies between the transfer amount calculated in accordance with the relevant revenue sharing formula and the actual amount that was transferred between the central government and each relevant subnational entity. The multi-stakeholder group is encouraged to reconcile these transfers. Where there are constitutional or significant practical barriers to the participation of subnational government entities, the multi-stakeholder group may seek adapted implementation in accordance with Requirement 8.1.

b) The multi-stakeholder group is encouraged to ensure that any material discretionary or ad hoc transfers are also disclosed and where possible reconciled.

5.3 Revenue management and expenditures The multi-stakeholder group is encouraged to disclose further information on revenue management and expenditures, including:

a) A description of any extractive revenues earmarked for specific programmes or geographic regions. This should include a description of the methods for ensuring accountability and efficiency in their use.

b) A description of the country's budget and audit processes and links to the publicly available information on budgeting, expenditures and audit reports.

c) Timely information from the government that will further public understanding and debate around issues of revenue sustainability and resource dependence. This may include the assumptions underpinning forthcoming years in the budget cycle and relating to projected production, commodity prices and revenue forecasts arising from the extractive industries and the proportion of future fiscal revenues expected to come from the extractive sector.

## 1.13 Government Disclosure Requirements – Non-Revenue Data

6.1 Social expenditures by extractive companies a) Where material social expenditures by companies are mandated by law or the contract with the government that governs the extractive investment, implementing countries must disclose and, where possible, reconcile these transactions. Where such benefits are provided in kind, it is required that implementing countries disclose the nature and the deemed value of the in-kind transaction. Where the beneficiary of the mandated social expenditure is a third party, i.e. not a government agency, it is required that the name and function of the beneficiary be disclosed.

Where reconciliation is not feasible, countries should provide unilateral company and/or government disclosures of these transactions.

b) Where the multi-stakeholder group agrees that discretionary social expenditures and transfers are material, the multi-stakeholder group is encouraged to develop a reporting process with a view to achieving transparency commensurate with the disclosure of other payments and revenue streams to government entities. Where reconciliation of key transactions is not possible, e.g., where company payments are in kind or to a non-governmental third party, the multi-stakeholder group may wish to agree an approach for voluntary unilateral company and/or government disclosures.

6.2 Quasi-fiscal expenditures Where state participation in the extractive industries gives rise to material revenue payments, implementing countries must include disclosures from SOE(s) on their quasi-fiscal expenditures. Quasi-fiscal expenditures include arrangements whereby SOE(s) undertake public social expenditure such as payments for social services, public infrastructure, fuel subsidies and national debt servicing, etc. outside of the national budgetary process. The multi-stakeholder group is required to develop a reporting process with a view to achieving a level of transparency commensurate with other payments and revenue streams, and should include SOE subsidiaries and joint ventures.

6.3 The contribution of the extractive sector to the economy Implementing countries must disclose, when available, information about the contribution of the extractive industries to the economy for the fiscal year covered by the EITI Report. It is required that this information includes:

a) The size of the extractive industries in absolute terms and as a percentage of Gross Domestic Product as well as an estimate of informal sector activity, including but not necessarily limited to artisanal and small scale mining.

b) Total government revenues generated by the extractive industries (including taxes, royalties, bonuses, fees, and other payments) in absolute terms and as a percentage of total government revenues.

c) Exports from the extractive industries in absolute terms and as a percentage of total exports.

d) Employment in the extractive industries in absolute terms and as a percentage of the total employment.

e) Key regions/areas where production is concentrated.

## 1.14 Corporate Disclosure Requirements

Under the EITI Standard, corporate disclosure requirements are very similar to Government requirements with regard to the following disclosure categories:

- Level of disaggregation and comprehensiveness
- Data quality and assurance
- Data timeliness
- Sources / URLs

It is recommended that once Government has completed its road map (feasibility study, departmental procedures, etc.) for implementing systematic disclosure, the disclosure methodology and reporting templates should be disseminated to private mining companies and SOEs in the mining business.

## 1.15 EITI 2016 Standard – Systematic Disclosure Explanations

### 1. Level of disaggregation

The multi-stakeholder group is required to agree the level of disaggregation for the publication of data. It is required that EITI data is presented by individual company, government entity and revenue stream.

Reporting at project level is required, provided that it is consistent with the United States Securities and Exchange Commission rules and the forthcoming European Union requirements.

## 2. Data timeliness

a) Implementing countries are required to produce their first EITI Report within 18 months of being admitted as an EITI candidate. Thereafter, implementing countries are expected to produce EITI Reports on an annual basis.

b) Implementing countries must disclose data no older than the second to last complete accounting period, e.g. an EITI Report published in calendar/financial year 2016 must be based on data no later than calendar/financial year 2014. Multi- stakeholder groups are encouraged to explore opportunities to disclose data as soon as practically possible, for example through continuous online disclosures or, where available, by publishing additional, more recent contextual EITI data than the accounting period covered by the EITI revenue data. In the event that EITI reporting is significantly delayed, the multi-stakeholder group should take steps to ensure that EITI Reports are issued for the intervening reporting periods so that every year is subject to reporting.

c) The multi-stakeholder group is required to agree the accounting period covered by the EITI Report.

## 3. Data Quality and Assurance

a) The EITI requires an assessment of whether the payments and revenues are subject to credible, independent audit, applying international auditing standards.

b) It is a requirement that payments and revenues are reconciled by a credible, Independent Administrator, applying international auditing standards, and with publication of the administrator's opinion regarding that reconciliation including discrepancies, should any be identified.

i. The reconciliation of company payments and government revenues must be undertaken by an Independent Administrator applying international professional standards.

ii. The Independent Administrator must be perceived by the multi-stakeholder group to be credible, trustworthy and technically competent. The multi-stakeholder group should endorse the appointment of the Independent Administrator.

iii. The multi-stakeholder group and the Independent Administrator are required to agree a Terms of Reference for the EITI Report based on the standard Terms of Reference and the 'agreed upon procedure for EITI Reports' endorsed by the EITI Board. Should the multi-stakeholder group wish to adapt or deviate from these agreed upon procedures, approval from the EITI Board must be sought in advance (Requirement 8.1).

c) Where the assessment in 4.9(a) concludes that there is (i) routine disclosure of the data required by the EITI Standard in requisite detail, and (ii) that the financial data is subject to credible, independent audit, applying international standards, the multi-stakeholder group may seek Board approval to mainstream EITI implementation in accordance with the 'Agreed upon procedure for mainstreamed disclosures'. Without such prior approval, adherence to 4.9.b is required.

## 4. Open Data Policy

The EITI open data policy encourages EITI implementing countries to orient government systems towards open data by default, so that the latest information is readily available. In many cases, the disclosures required by the EITI Standard can be met by taking existing information systems and making them publicly accessible. While it is recognised that there is national and international legislation, in particular pertaining

to intellectual property, personally-identifiable and sensitive information, which must be observed, in many cases there are no major practical barriers to releasing this data under an open license that allows stakeholders to freely obtain and easily re-use it.

# 8 B TABLE EITI

The following is the EITI Table List was created to ensure compliance of the4 MCAS and NTRS System with 2019 EITI Standards and Requirements. All discussions with AEITI I referred and reflected within the Tables from 1-4

| Number | | Yes | No | Comments |
|---|---|---|---|---|
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| | 1.1) LICENSING | | | |
| | 1.1a) Resources ownership definition* | | | |
| | 1.1b) Licensing authority* | | | |
| | 1.1c) Licensing process* | | | |
| | 1.1.1) RESERVES DISCLOSURE | | | |
| | 1.1.1a) Reserves volume disclosure | | | |
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| | 1.1.1c) Reserves disclosure machine-readability | | | |
| | 1.1.2) CADASTER | | | |
| | 1.1.2a) Cadaster coverage | | | |
| | 1.1.2b) Cadaster platform | | | |
| | 1.1.2c) Cadaster block coverage | | | |
| | 1.1.2d) Cadaster interest holders | | | |
| | 1.1.3) PRE-LICENSING ROUND RULES | | | |
| | 1.1.3a) Qualification criteria requirement | | | |
| | 1.1.3b) Biddable terms disclosure requirement | | | |
| | 1.1.3c) Licensing process requirement | | | |
| | 1.1.3d) Licensing authority independence | | | |
| | 1.1.4) PRE-LICENSING ROUND PRACTICE | | | |
| | 1.1.4a) Qualification criteria disclosure | | | |
| | 1.1.4b) Biddable terms disclosure | | | |

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| | 1.1.4c) Licensing process rule disclosure | | | |
| | 1.1.5) POST-LICENSING ROUND RULES | | | |
| | 1.1.5a) License applicant disclosure requirement | | | |
| | 1.1.5b) License winner disclosure requirement | | | |
| | 1.1.5c) Block allocation disclosure requirement | | | |
| | 1.1.5d) Licensing decision appeal requirement | | | |
| | 1.1.6) POST-LICENSING ROUND PRACTICE | | | |
| | 1.1.6a) License applicant disclosure | | | |
| | 1.1.6b) License winner disclosure | | | |
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| | 1.1.7b) Beneficial ownership requirement | | | |
| | 1.1.8) FINANCIAL INTEREST DISCLOSURE PRACTICE | | | |
| | 1.1.8a) Public officials asset disclosure | | | |
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| | 1.1.10c) License compliance authority* | | | |
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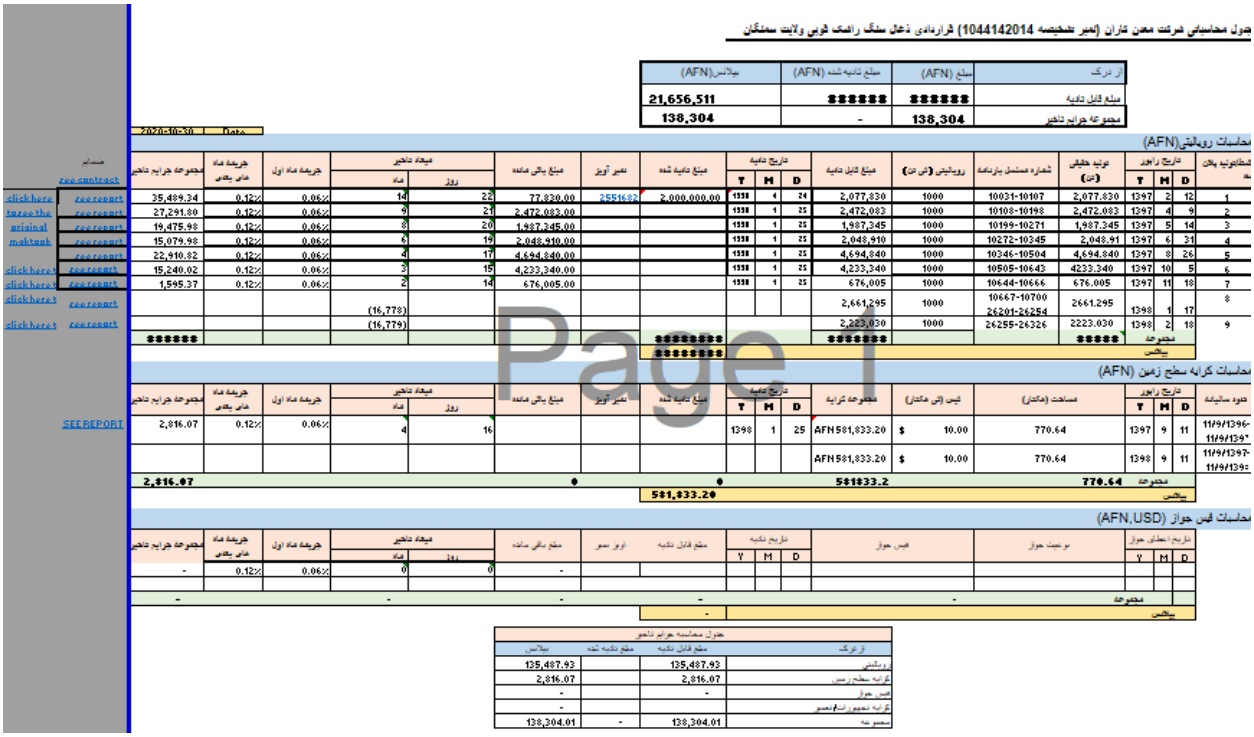
# 9. FORUMULAS FOR SYSTEM

The following Excel Sample is the current RMD revenue collection spreadsheet or record that is calculated manually. The following page is a Manual entry form. Using the formula created within this form and transferring it to the NTRS system can create data consistency/control and reduce grievances between companies and Revenue Directorate.



جدول محاسباتی شرکت معدن کاران (نمبر تشخیصه 1044142014) قراردادی ذغال سنگ راشک قوبی ولایت سمنگان

| از درک | مبلغ (AFN) | مبلغ تادیه شده (AFN) | بیلانس(AFN) |
|---|---|---|---|
| مبلغ قابل تادیه | ****** | ****** | 21,656,511 |
| مجموعه جرایم تاخیر | 138,304 | - | 138,304 |

2020-10-30 | Date

محاسبات رویالتی(AFN)

| مسلسل | مصدر | مجموعه جرایم تاخیر | جریمه ماه های بعدی | جریمه ماه اول | میعاد تاخیر ماه | میعاد تاخیر روز | مبلغ باقی مانده | نمبر آویز | مبلغ تادیه شده | تاریخ تادیه Y | تاریخ تادیه M | تاریخ تادیه D | مبلغ قابل تادیه | رویالتی (تن تن) | شماره مسلسل بارنامه | تولید حقیقی (تن) | تاریخ راهور Y | تاریخ راهور M | تاریخ راهور D | شماره تولید پلان |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| clickhere | reeresport | 35,489.34 | 0.12% | 0.06% | 14 | 22 | 77,830.00 | 2551682 | 2,000,000.00 | 1398 | 4 | 24 | 2,077,830 | 1000 | 10031-10107 | 2,077.830 | 1397 | 2 | 12 | 1 |
| tareethe | reeresport | 27,291.80 | 0.12% | 0.06% | 9 | 21 | 2,472,083.00 | | | 1398 | 1 | 25 | 2,472,083 | 1000 | 10108-10198 | 2,472.083 | 1397 | 4 | 9 | 2 |
| grisinal | reeresport | 19,475.98 | 0.12% | 0.06% | 8 | 20 | 1,987,345.00 | | | 1398 | 1 | 25 | 1,987,345 | 1000 | 10199-10271 | 1,987.345 | 1397 | 5 | 14 | 3 |
| maktaph | reeresport | 15,079.98 | 0.12% | 0.06% | 6 | 19 | 2,048,910.00 | | | 1398 | 1 | 25 | 2,048,910 | 1000 | 10272-10345 | 2,048.91 | 1397 | 6 | 31 | 4 |
| | reeresport | 22,910.82 | 0.12% | 0.06% | 4 | 17 | 4,694,840.00 | | | 1398 | 1 | 25 | 4,694,840 | 1000 | 10346-10504 | 4,694.840 | 1397 | 8 | 26 | 5 |
| clickheret | reeresport | 15,240.02 | 0.12% | 0.06% | 3 | 15 | 4,233,340.00 | | | 1398 | 1 | 25 | 4,233,340 | 1000 | 10505-10643 | 4233.340 | 1397 | 10 | 5 | 6 |
| clickheret | reeresport | 1,595.37 | 0.12% | 0.06% | 2 | 14 | 676,005.00 | | | 1398 | 1 | 25 | 676,005 | 1000 | 10644-10666 | 676.005 | 1397 | 11 | 18 | 7 |
| clickheret | reeresport | | | | (16,778) | | | | | | | | 2,661,295 | 1000 | 10667-10700 26201-26254 | 2661.295 | 1398 | 1 | 17 | 8 |
| clickheret | reeresport | | | | (16,779) | | | | | | | | 2,223,030 | 1000 | 26255-26326 | 2223.030 | 1398 | 2 | 18 | 9 |
| | | ****** | | | | | | | ******** | | | | ******* | | | ***** | مجموعه | | | |
| | | | | | | | | | ******** | | | | | | | | بیلانس | | | |

محاسبات کرایه سطح زمین (AFN)

| | مجموعه جرایم تاخیر | جریمه ماه های بعدی | جریمه ماه اول | میعاد تاخیر ماه | میعاد تاخیر روز | مبلغ باقی مانده | نمبر آویز | مبلغ تادیه شده | تاریخ تادیه Y | تاریخ تادیه M | تاریخ تادیه D | مجموعه کرایه | قیس (تن هکتار) | مساحت (هکتار) | تاریخ راهور Y | تاریخ راهور M | تاریخ راهور D | دوره سالیانه |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SEE REPORT | 2,816.07 | 0.12% | 0.06% | 4 | 16 | | | | 1398 | 1 | 25 | AFN581,833.20 | $ 10.00 | 770.64 | 1397 | 9 | 11 | 11/9/1396-11/9/1397 |
| | | | | | | | | | | | | AFN581,833.20 | $ 10.00 | 770.64 | 1398 | 9 | 11 | 11/9/1397-11/9/1398 |
| | 2,816.07 | | | | | 0 | | 0 | | | | 581833.2 | | 770.64 | مجموعه | | | |
| | | | | | | | | 581,833.20 | | | | | | | بیلانس | | | |

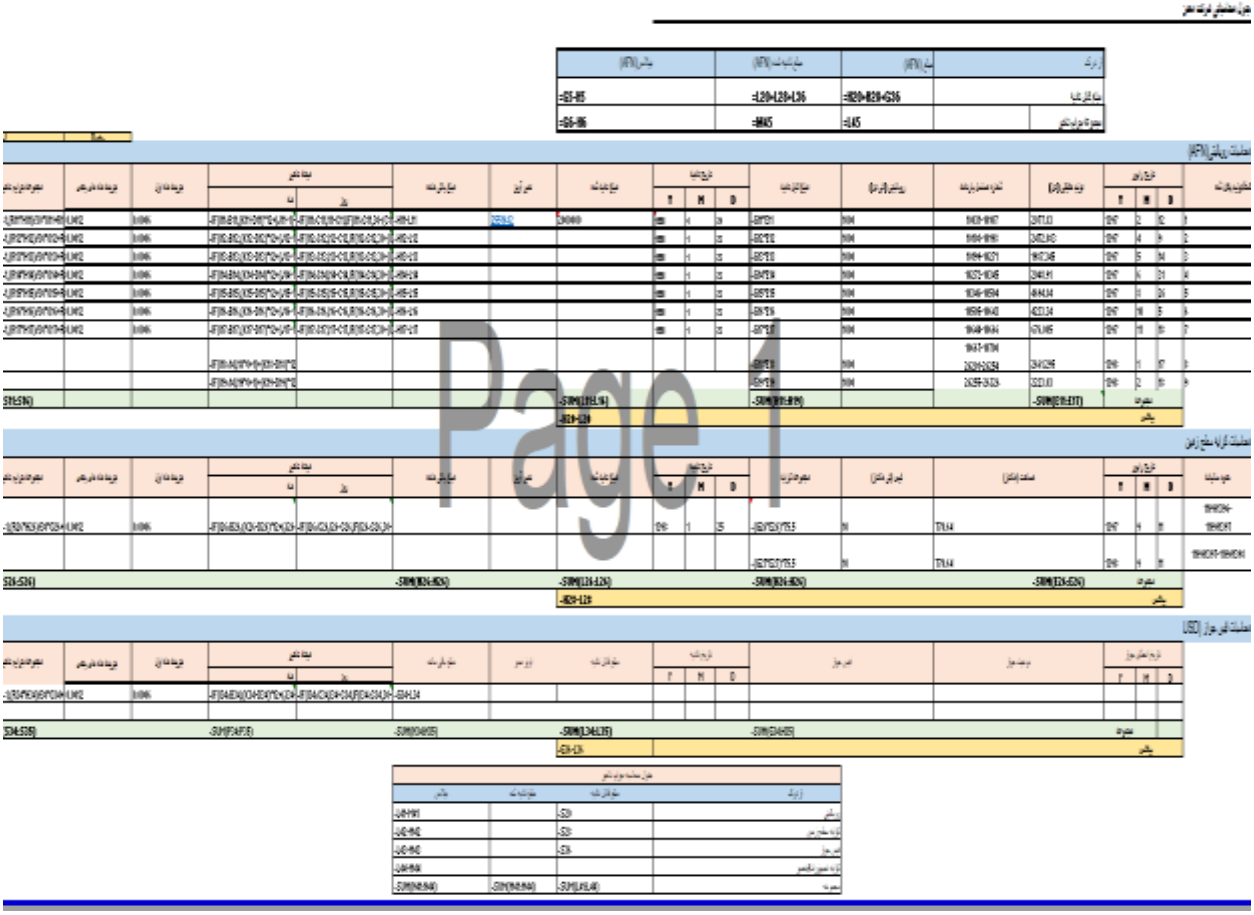
محاسبات قیس جواز (AFN,USD)

| مجموعه جرایم تاخیر | جریمه ماه های بعدی | جریمه ماه اول | میعاد تاخیر ماه | میعاد تاخیر روز | مبلغ باقی مانده | اویز نمبر | مبلغ قابل تادیه | تاریخ تادیه Y | تاریخ تادیه M | تاریخ تادیه D | قیس جواز | نوعیت جواز | تاریخ اعطای جواز Y | تاریخ اعطای جواز M | تاریخ اعطای جواز D |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| - | 0.12% | 0.06% | 0 | 0 | - | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| - | | | - | | - | | - | | | | - | مجموعه | | | |
| | | | | | | | - | | | | | بیلانس | | | |

جدول محاسبه جرایم تاخیر

| از درک | مبلغ قابل تادیه | مبلغ تادیه شده | بیلانس |
|---|---|---|---|
| رویالتی | 135,487.93 | | 135,487.93 |
| کرایه سطح زمین | 2,816.07 | | 2,816.07 |
| قیس جواز | - | | - |
| کرایه تجهیزات/تعمیر | | | - |
| مجموعه | 138,304.01 | - | 138,304.01 |

A series of formulas have been developed by Mr. Qismat Yousufzai. Please see below the revealed formulas.



Page 1

# APPENDIX 1 SYSTEMATIC DISCLOSURE LINKS AEITI

The following is a summary of all the Systematic Disclosure Links that should be provided within the Transparency Portal.

| Location | Link |
|---|---|
| **Key Institutional Links** | |
| **Ministry of Mines and Petroleum Website** | https://momp.gov.af |
| **Disclosures of SOEs on MoMP Website** | https://momp.gov.af/soes |
| **Ministry of Finance Website** | https://mof.gov.af/en / |
| **Mining Cadastre System (MCAS) and Non-Tax Revenue System (NTRS)** | Linked to Transparency Portal Roll-Out – Implemented in 10 provinces prior to 31, 2019 |
| **Central Statistics Organization of Afghanistan (CSO)** | https://mof.gov.af/en / |
| **Supreme Audit Office** | https://sao.gov.af/en |
| **Islamic Republic of Afghanistan Administrative Office of the President National Procurement Authority** | Linked to Transparency Portal Roll-Out – Implemented in 10 provinces prior to 31, 2019 |
| **Ministry of Commerce and Industry** | https://nsia.gov.af/choose-lang. |
| **Ministry of Mines and Petroleum (Transparency Tab)** | https://momp.gov.af/index.php/ |
| **Ministry of Mines and Petroleum Transparency Portal** | https://sao.gov.af/en |
| **Export Data** | https://customs.mof.gov.af/afghanistan-customs-statistics-reports/ |
| **Mining Regulations** | https://momp.gov.af/index.php/dr/قوانین-و-مقرره-های-معدنکاری |
| **Geological Survey Reports** | https://momp.gov.af/index.php/dr/گزارش%E2%80%8C-های-سروی-جیولوجی |
| **MoMP Progress Reports** | https://momp.gov.af/index.php/dr/-پلان-ها-و-گزارش-فعالیت-های-وزارت-معـــادن-و-پترولیم |
| **Extractive Sector Policies and Guidelines** | https://momp.gov.af/index.php/dr/پالیسی-های-وزارت-معادن-و-پترولیم |
| **Mining Roadmap and Strategy** | https://momp.gov.af/index.php/dr/نقشه-راه-و-استراتیژی-اصلاحات |
| **Guidelines for Extract Sector Investors** | https://momp.gov.af/index.php/guidelines-investors-extractive-industries-afghanistan |
| **MoMP Guidelines** | https://momp.gov.af/index.php/dr/طرز العمل-ها-و-چارچوب-های-کاری |
| **Large Scale Mining Projects** | https://momp.gov.af/directorate-general-large-scale-mines |
| **Small Scale Mining Projects** | https://momp.gov.af/index.php/small-mines-projects-details |
| **Report on informal mining** | https://momp.gov.af/eiti-disclosures |
| **Exploration data** | https://momp.gov.af/exploration-data |
| **Report on Mandatory Social Expenditures** | https://momp.gov.af/eiti-disclosures |
| **Report on Post Contract Award** | https://momp.gov.af/eiti-disclosures |
| **Report on Employment data** | https://momp.gov.af/eiti-disclosures |
| **Data Quality Control Mechanism** | https://momp.gov.af/eiti-disclosures |

| *Type* | Link |
|---|---|
| *AEITI Website* | http://aeiti.af/en |
| *Minutes* | http://aeiti.af/en/documents/category/minutes-2015-2019 |
| *AEITI Reports* | http://aeiti.af/en/documents/category/reconciliation-reports |
| *Annual Progress Reports* | http://aeiti.af/en/documents/category/annual-progress-reports |
| *MSG ToRs* | http://aeiti.af/Content/Media/Documents/FINALMSGTOR201904012010201951239414553325325.docx |
| *National Secretariat ToRs* | AEITI Secretariat ToR (http://aeiti.af/en/documents/category/aeiti-docs) |
| *Government Decree of Appointments to MSG* | http://www.aeiti.af/en/page/govt-sector http://aeiti.af/en/documents/category/minutes-2015-2017 |
| *AEITI Civil Society Guidelines* | https://eiti.org/document/eiti-protocol-participation-of-civil-society |
| *Conflict of Interest* | To be Approved |
| *Workplan* | http://aeiti.af/Content/Media/Documents/2020Workplan202001291132020031379975533325325.xlsx |
| *Results Based Management for MSG and Stakeholders* | http://aeiti.af/en/documents/category/provincial-and-outreach-reports |
| *Communications Plan* | Communication Strategy 2020-2021 (http://aeiti.af/en/documents/category/aeiti-docs) |
| *Grievance Handling* | Draft to be approved in 1st Quarter 2020 |
| *MSG Operations Handbook* | To Be Completed 1st Quarter 2020 |
| *Gender Policy* | Completed 1st Quarter 2020 |
| | **Contracting and License Allocation** |
| *Mining Laws and Regulations* | https://momp.gov.af/sites/default/files/2019-06/قانون%20معدن_compressed.pdf and |
| *Mining Law 2018 English* | https://momp.gov.af/sites/default/files/minerals_law_2019english.pdf |
| *Mining Law 2018 Dari* | https://momp.gov.af/laws-and-regulation |
| *Mining Regulation 2019 English* | https://momp.gov.af/sites/default/files/mining_regulations_2019_english.pdf |
| *Mining Regulations 2019 Dari* | https://momp.gov.af/laws-and-regulation |
| *Mining Laws 2009* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm |
| *Mining Regulations 2009* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm |
| *Mining Laws 2014* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm |
| *Mining Laws 2018* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm |
| *Hydrocarbon Law 2009* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm and https://momp.gov.af/sites/default/files/2019-03/Hydrocarbons_Law_2009-%28Unofficial_English_Translation_dated_March_2014%29-Final_0.pdf |
| *Hydrocarbon Law 2017* | http://old.moj.gov.af/Content/files/Pages/OfficialGazetteIndex_D-header.htm |

| | |
|---|---|
| *Bidding Projects* | http://mom.gov.af/en/page/transparency-information/projects-in-bidding |
| *Bid Evaluation Contracts* | https://momp.gov.af/sites/default/files/bid_evaluation_criteria_4.pdf |
| *Licenses Portal* | https://transparency.mom.gov.af/license |
| *Licenses Dashboard* | https://transparency.mom.gov.af/dashboard |
| | **Register of Licenses** |
| *Register License* | https://transparency.mom.gov.af/license |
| *License Owner* | https://transparency.mom.gov.af/owner |
| *License* | https://transparency.mom.gov.af/license/589 |
| *Revenue Licenses* | https://afghanistan.revenuedev.org/license/589 |
| *Transparency Licenses* | https://transparency.mom.gov.af/license/64022 |
| *Transparency Licenses* | https://transparency.mom.gov.af/license/696 |
| *ASM Formalization Strategy* | https://momp.gov.af/sites/default/files/2019-04/ASM%20SS%20Formalisation%20Strategy%202018_V4_reduce_0.pdf |
| | **Beneficial Ownership** |
| *Beneficial Ownership Roadmap* | https://eiti.org/files/documents/aeiti_bo_roadmap_draft_29.01.171.pdf |
| *Beneficial Ownership Disclosure* | https://www.bing.com/search?q=momp+beneficial+ownership&form=EDNTHT&mkt=en-us&httpsmsn=1&msnews=1&rec_search=1&plvar=0&refig=b7ac45aa38e44a3d9e2afe9bfb839e4e&PC=HCTS&sp=-1&pq=momp+beneficial+ownership&sc=0-25&qs=n&sk=&cvid=b7ac45aa38e44a3d9e2afe9bfb839e4e |
| | **State Participation** |
| *State Owned Participation* | https://momp.gov.af/soes |
| *Summary Addendum to SOEs Benchmark* | https://momp.gov.af/sites/default/files/soes_addendum_report.pdf |
| | **State Owned Enterprises** |
| *Northern Coal Enterprise: Memorandum of Association (Dari)* | https://momp.gov.af/sites/default/files/nce_memorandums_of_association.pdf |
| *Northern Coal Enterprise: Legal* | https://momp.gov.af/sites/default/files/trh_tjarty_dhghalsng.pdf |
| *Northern Coal Enterprise: Legal* | https://momp.gov.af/sites/default/files/mswbh_10_shwray_wzyran.pdf |
| *Northern Coal Enterprise: Legal* | https://momp.gov.af/sites/default/files/mktwb_mswbh_10_w_8.pdf |
| *Afghan Gas Enterprise: Memorandum of Association (Dari)* | https://momp.gov.af/sites/default/files/age_memorandums_of_association.pdf |
| *Afghan Gas Enterprise: Legal Documents* | https://momp.gov.af/sites/default/files/age_legal_documents.pdf |

| | |
|---|---|
| **Data Disclosure and Data Quality** | |
| *Data Quality Operations Handbook* | https://momp.gov.af/sites/default/files/data_quality_mechanism_.pdf |
| *Standard Operating Procedures* | https://momp.gov.af/dr/کاری-های-چارچوب-و-ها-طرزالعمل |
| *Production Data* | https://momp.gov.af/index.php/small-mines-projects-details |
| *Production Value and Volume* | https://momp.gov.af/central-and-provincial-production-value-and-volume-information |
| *Production Calculation* | https://momp.gov.af/production-value-calculation-mechanism |
| *Export Data* | https://customs.mof.gov.af/afghanistan-customs-statistics-reports/ |
| *Data Quality Control Mechanism* | https://momp.gov.af/eiti-disclosures |
| *Transparency Portal* | https://transparency.mom.gov.af/dashboard |
| **Social and Environmental Expenditures** | |
| *Definition* | The MSE definition already shared with and confirmed by MSG. Article 90 (4).5.5 of MR |
| *Legal Framework* | *https://momp.gov.af/index.php/dr/قوانین-و-مقرره-های-معدنکاری* |
| **Quasi Fiscal Expenditures** | |
| *Quasi Fiscal Addendum* | *https://momp.gov.af/sites/default/files/soes_addendum_report.pdf* |
| *MSG Definition Decision* | *http://aeiti.af/Content/Media/Documents/MeetingMinutsEnglish20181225102201932912405533255325.pdf* |
| **Contribution of Extractives Sector to the Economy** | |
| *SOE Contribution* | *https://momp.gov.af/sites/default/files/soes_addendum_report.pdf* |
| *Employment Figures* | *https://momp.gov.af/eiti-disclosures* and https://momp.gov.af/sites/default/files/2020-02/Employment%20Data.xlsx |
| *ISCO* | *https://ec.europa.eu/eurostat/documents/1978984/6037342/ISCO-88-COM.pdf* |
| **Social and Environmental Expenditures** | |
| *Definition* | The MSE definition already shared with and confirmed by MSG. Article 90 (4).5.5 of MR |
| *Legal Framework* | *https://momp.gov.af/index.php/dr/قوانین-و-مقرره-های-معدنکاری* |
| **Quasi Fiscal Expenditures** | |
| *Quasi Fiscal Addendum* | *https://momp.gov.af/sites/default/files/soes_addendum_report.pdf* |
| *MSG Definition Decision* | *http://aeiti.af/Content/Media/Documents/MeetingMinutsEnglish20181225102201932912405533255325.pdf* |
| **Contribution of Extractives Sector to the Economy** | |
| *SOE Contribution* | *https://momp.gov.af/sites/default/files/soes_addendum_report.pdf* |
| *Employment Figures* | *https://momp.gov.af/eiti-disclosures* and https://momp.gov.af/sites/default/files/2020-02/Employment%20Data.xlsx |
| *ISCO* | *https://ec.europa.eu/eurostat/documents/1978984/6037342/ISCO-88-COM.pdf* |
| *Location* | Link |
| *Annual Report 2018* | http://aeiti.af/en/documents/category/annual-progress-reports |
| *Annual Report 2018* | http://aeiti.af/en/documents/category/annual-progress-reports |
| *Outreach Activities* | http://aeiti.af/en/news |
| *Feedback Forms* | MSG Survey Questionnaire (Annex-B to the 2019 Annual Progress Report) |

# APPENDIX 2 DISAGGREGATED LABOUR STATISITICS

The following is a sample of the data employment registry sheet which can be used by companies and that would be displayed as a summary in the Transparency Portal. This is part of the AEITI Compliance to 2019 Standards and Requirements #6.

| | 2018 | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *International Standard Classifications of Occupations ISCO* | Total | Male | Female | | National | | International | | Permanent | | Contract | | Temporary | |
| | | | | | M | F | M | F | M | F | M | F | M | F |
| *Group 1: Legislators, Senior Officials and Managers* | | | | | | | | | | | | | | |
| *1110* | | | | | | | | | | | | | | |
| *1142* | | | | | | | | | | | | | | |
| *121 Directors and Chief Executives* | | | | | | | | | | | | | | |
| *1210* | | | | | | | | | | | | | | |
| *122 Production and Operations* | | | | | | | | | | | | | | |
| *1222* | | | | | | | | | | | | | | |
| *123 Other Specialist Managers* | | | | | | | | | | | | | | |
| *1231* | | | | | | | | | | | | | | |
| *1239* | | | | | | | | | | | | | | |
| *Group 2: Professionals* | | | | | | | | | | | | | | |
| *21 Engineering Science* | | | | | | | | | | | | | | |
| *2114* | | | | | | | | | | | | | | |
| *214 Engineers* | | | | | | | | | | | | | | |
| *2147* | | | | | | | | | | | | | | |
| *24 Other Professionals* | | | | | | | | | | | | | | |

Prepared by:

Rena Guenduez (Senior Cadastre Expert)

&

Qismat Yousufzai (Head of Contracts Registration Department, DG. Cadastre)

Checked by: Qaseemullah Qaderi, (Acting Director General of Cadastre)

Approved by: H.E. Mr. Mohammad Haroon Chakhansuri (Acting Minister)