Venue: Serena Hotel, Kigali, Rwanda

Format: The 6th ICGLR-OECD-UN GoE Forum on Responsible Mineral Supply Chains will be held in Kigali on the 13th, 14th and 15th of November 2013.

Goals of the November 2013 meeting:
- Understand the successes, challenges and opportunities of implementation in the Great Lakes region (3T and Gold)
- Resolve previously discussed implementation challenges (focus on 3T)
- Promote pilot initiatives and engagement in the region (e.g. existing or planned closed pipe projects for gold and 3T)
- Strengthen Great Lakes-based on-the-ground due diligence programmes, regional certification and fostering increased coordination and mutual support (3T and Gold)
- Strategize on incentives for responsible mining and trade in areas of conflict and high-risk (3T and Gold)

Note: Site visits (including to mines) have been organised on the afternoon of 14th November.

The Forum meeting will avoid long presentations by panellists. Instead, interveners will be asked to provide initial thoughts in five minutes as a way of launching a high-value discussion which will fully engage the expertise in the room. All participants are encouraged to actively participate in the discussion.

Rooms: Ballroom at Serena Hotel

Badges: Please bring your passport or identity card with you. Please arrive well in advance of the start of the meeting to allow time for the registration formalities. For security reasons, you must wear your conference badge at all times.

Chatham House Rule: The meeting will be held under the Chatham House Rule for all three days. “When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), not that of any other participant, may be revealed.”

This rule also applies to social media – join the conversation at #3TGKigali
### DAY 1: WEDNESDAY 13 NOVEMBER 2013

**Morning (plenary):**
- Update on the security situation in the Great Lakes region and the economic dimensions of the UN Peace, Security and Cooperation Framework
- Implementation of the ICGLR Regional Certification Mechanism (RCM)
- National updates on implementation of responsible mineral sourcing from ICGLR
- Enablers and incentives for responsible mining and trade in the Great Lakes region Gold & 3T

**Afternoon:**
- Update on responsible sourcing efforts in the Democratic Republic of the Congo (plenary)
- Parallel working sessions
  - 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information
  - Gold implementation in the Great Lakes region (Uganda, Burundi and Tanzania)

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**8:30 – 9:00**

<table>
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<tr>
<th>Time</th>
<th>Topic</th>
<th>Facilitator</th>
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</table>
| 8:30 – 9:00 | Welcome from the hosts  
**Professor Roel Nieuwenkamp, Chair of the OECD Working Party on Responsible Business Conduct**  
**Professor Ntumba Luaba Lumu, Executive Secretary, International Conference on the Great Lakes Region (ICGLR)**  
**H.E. Stanislas Kamenzi, Minister of Natural Resources, Government of Rwanda**  
*Note: Members of the press are invited to attend this opening session* | Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada |

**9:00 – 9:45**

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<tr>
<th>Time</th>
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<th>Facilitator</th>
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</table>
| 9:00 – 9:45 | Update on the security situation in the Great Lakes region and the economic dimensions of the UN Peace, Security and Cooperation Framework  
**Facilitator:** Ambassador Gaspard Kabura, National Coordinator of Burundi | Ambassador Gaspard Kabura, National Coordinator of Burundi                                       |
|             | **Interveners:**  
- Mr. Daniel Fahey and Mr. Henry Fombah, UN Group of Experts on the DRC pursuant to resolution 2078 (2012)  
- Mr. Modibo Touré, UN Assistant Secretary-General and Special Adviser to the Special Envoy of the Secretary-General to the Great Lakes Region |                                                                                                 |
|             | 20 minutes update, 25 minutes Q&A                                                                                                      |                                                                                                |

**9:45 – 10:30**

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<tr>
<th>Time</th>
<th>Topic</th>
<th>Facilitator</th>
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<tbody>
<tr>
<td>9:45 – 10:30</td>
<td>Implementation of the ICGLR Regional Certification Mechanism (RCM): Topics include macro-view of RCM (national level implementation to be addressed in subsequent sessions), update on RCM unit, audit committee, Independent Mineral Chain Auditor and whistleblowing mechanism.</td>
<td>Ambassador Gaspard Kabura, National Coordinator of Burundi</td>
</tr>
</tbody>
</table>
|             | **Interveners:**  
- Mr. Silas Sinyigaya, Democracy and Good Governance Programme Officer, Executive Secretary of the International Conference on the Great Lakes Region, ICGLR  
- Mr. Peter Karasira, Transparency International Rwanda and Chairman of the ICGLR Audit Committee |                                                                                                 |
|             | 20 minutes update, 25 minutes Q&A                                                                                                      |                                                                                                |

**10:30 – 11:15**

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<th>Time</th>
<th>Topic</th>
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| 10:30 – 11:15| National updates from the Great Lakes Region on implementation of responsible mineral sourcing  
**Facilitator:** Ambassador Gaspard Kabura, National Coordinator of Burundi | Ambassador Gaspard Kabura, National Coordinator of Burundi                                       |
|             | **Interveners:**  
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
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<tr>
<td>11:15–11:30</td>
<td>Break</td>
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</table>
| 11:30–13:15| Enablers and incentives for responsible mining and trade in the Great Lakes region Gold & 3T:  
Facilitator: Mr. Modibo Touré, UN Assistant Secretary-General and Special Adviser to the Special Envoy of the Secretary-General to the Great Lakes Region |
| 11:30–12:15| What are the national and regional enablers for responsible mining and trade in the Great Lakes region?  
Interveners:  
- Mr. Michelangelo Margherita, Deputy Head of Unit DG Trade, DG Trade, European Union Commission  
- Mr. Antonio Pedro, Director United Nations Economic Commission for Africa (ECA), Sub-regional Office for Eastern Africa (SRO-EA)  
- Mr. Sasha Lezhnev, Sr. Policy Analyst, Enough Project  
- Ms. Hannah Koep-Andrieu, Corporate Area Manager, Channel Research France |
| 12:15–13:15| How can international partners encourage responsible investment and trade in minerals in the Great Lakes region?  
Interveners:  
- Mr. Michelangelo Margherita, Deputy Head of Unit DG Trade, DG Trade, European Union Commission and Ms. Francesca Cardona, Advisor - Great Lakes thematic issues, European External Action Service (EEAS)  
- Mr. Bob Leet, Supplier Chain Code of Conduct Program Manager, Intel/EICC Conflict-Free Sourcing Initiative (CFSI)  
- Mr. Mussadiq Hamid Merican, Manager, Business Development, Malaysia Smelting Corporation Berhad  
- Dr. Witney W. Schneidman, Senior International Advisor for Africa, Covington & Burling LLP  
- Mr. Zobel Behalal, Advocacy Officer, Peace and Conflicts, CCFD-Terre Solidaire |
| 13:15–14:15| Hosted Buffet Lunch                                                                                                                                 |
Facilitator: Professor Roel Nieuwenkamp, Chair of the OECD Working Party on Responsible Business Conduct |
| 14:15–15:30| Strengthening on-the-ground due diligence efforts in the DRC  
This session will focus on updates and discussions around strengthening existing programmes for responsible sourcing of minerals.  
Themes:  
- Implementation, traceability and due diligence programmes: 3T and Gold  
  - What lessons can be learned from existing programmes?  
  - How can they be strengthened and be more effective? |
**Mapping and mine site validation:**
- How can responsible sourcing begin from sites classified as “green” or “yellow” through joint validation efforts?
- What is needed to start responsible sourcing?

**On-the-ground monitoring and whistle blowing:**
- How are monitoring efforts currently performing?
- Where are the challenges and how can they be overcome?

**Interveners:**
- Representative from Orientale province, DRC (TBC)
- Representative from North Kivu province, DRC: H.E. Jean Ruyange Njongo, Ministre Provincial en charge des Mines et Energie
- Representative from South Kivu province, DRC: M. Michel Liete Tuta Wa Tuta, Chef de Division provincial des Mines, Sud Kivu Ministère des Mines
- Representative from Maniema province, DRC: Maitre Amisi Lupia Patrick, Ministre Provincial de l’Environnement, Affaires foncières, Conservation de la nature et Promotion du Tourisme
- Representative from Katanga province, DRC: M. Jules Kyembe, représentant de Ministre Provincial des mines

**Commentators:**
- Mr. Gregory Mthembu-Salter, Director, Phuzumoya Consulting
- Mr. Yves Bawa Likilo, iTSCI Regional Program Manager, Pact
- Mr. John Nsana Kanyoni, Vice-President National de la Chambre des Mines en charge de 3T, Federation des Entreprises du Congo (FEC)
- Mr. Neil Harby, Head of Evaluation, Rand Refinery
- Mr. Jamal Useni, Coordinator, Save Act Mine

40 minutes planned interventions, 20 minutes discussion, 15 minutes wrap-up

### 15:30 – 16:15

**Alignment and harmonisation of responsible mineral programmes in the DRC**
This session will focus on how existing programmes can be better aligned to support one another, including implementation of the ICGLR Regional Certification Mechanism (RCM) for 3TG.

**Themes:**
- Are national certification standards consistent with the RCM and OECD Due Diligence standards?
- Has this been assessed?
- How do due diligence programmes, traceability, and joint mapping/mine site validation efforts relate to the implementation of the RCM? How can this inter-relationship be strengthened?

**Interveners:**
- Representative from the Government of the Democratic Republic of the Congo
- Dr. Bali Barume, Senior Engineer, German Federal Institute for Geosciences and Natural Resources (BGR)
- Ms. Kay Nimmo, Manager of Sustainability and Regulatory Affairs, ITRI Ltd.
- Ms. Joanne Lebert, Director Great Lakes Programme, Partnership Africa Canada (PAC)

20 minutes planned interventions, 25 minutes discussion, 15 minutes wrap-up

### 16:15 – 16:30

**Break**

### 16:30 – 18:00

**Parallel working session: 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information**
- Review of best practices proposal
- Feedback on proposal

**Facilitator:** Professor Roel Nieuwenkamp, Chair of the OECD Working Party on Responsible Business Conduct, supported by Mr. Adam Greene, MSG Vice Chair and Vice President Labor Affairs and Corporate Responsibility, US Council for International Business

**Parallel working session: Implementation of due diligence in the gold supply chain – implementation by ICGLR countries involved in the production and trade of gold**
This session will include country-level progress reports from Burundi, Uganda and Tanzania.

Issues to be discussed include:
- Implementation of the RCM and due diligence by the private sector in the countries concerned
- Monitoring of gold imports and exports
- Cross-border issues
<table>
<thead>
<tr>
<th>Interveners:</th>
<th>Facilitator: Mr. Gregory Mthembu-Salter, Director, Phuzumoya Consulting</th>
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<tbody>
<tr>
<td>• OECD Secretariat</td>
<td>• Harmonisation of standards, legal and fiscal regimes</td>
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<tr>
<td>• Conflict Free Sourcing Initiative (CFSI)</td>
<td>• Role that other gold trading hubs (e.g. Dubai) could play to enable responsible sourcing</td>
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<td>• Global Witness or Partnership Africa Canada (PAC)</td>
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<td>• Save Act Mine</td>
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Possible adoption by Forum on Friday (Day 3) or by written procedure after the Forum

40 minutes planned interventions, 40 minutes discussion, 10 minutes wrap-up

**DAY 2: THURSDAY 14 NOVEMBER 2013**

8:00 am start. Meeting attendees are encouraged to come prepared to set out for field trips directly after the morning sessions. Buses will leave the Serena hotel at 12 noon.

Morning:
- Update on efforts in host-country Rwanda (plenary)
- Parallel working sessions
  - 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information (continued from Day 1)
  - ASM Gold: Encouraging implementation and progress in current projects (incentives, scalability, financing)

Afternoon: Field trips. Raincoats and waterproof hiking boots advised.

8:00 – 8:15 Facilitator: Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada

Welcome and programme for the day:
- Update on responsible mineral sourcing efforts in Rwanda
- Parallel Working sessions: 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information and ASM Gold
- Mine and field trips (off-site)
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
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| 8:15 – 9:45 | **Implementation of responsible mineral sourcing in Rwanda: Challenges and opportunities.** Speakers from government, industry and civil society, covering both 3T and gold implementation issues.  
Facilitator: Ambassador Michael Ryan, Head of the EU Delegation to Rwanda |
| 8:15 – 8:45 | **Status of Regional Certification Mechanism (RCM) for 3TG in Rwanda:**  
- How do national certification standards comply to the RCM? E.g. “Mine site” under RCM and national initiatives?  
- How do efforts relate to implementation of the RCM? How can this inter-relationship be strengthened?  
Interveners:  
  - Dr. Michael Biryabarema, Director General, Rwanda Natural Resources Authority  
  - Mr. Yves Bawa Likilo, iTSCi Regional Program Manager, Pact  
  - Professor Ajay K. Garg, Partnership Africa Canada (PAC)  
15 minutes planned interventions, 15 minutes discussion |
| 8:45 – 9:15 | **Implementation, traceability and due diligence programmes in Rwanda:**  
- What lessons can be learned from existing programmes?  
- How can they be strengthened and more effective? For example in reconciling and sharing data on mineral flows  
- How can programmes be aligned to better support national and regional efforts?  
Interveners:  
  - Dr. Michael Biryabarema, Director General, Rwanda Natural Resources Authority  
  - Mr. Jean Malic Kalima, Chairman, Rwanda Mining Association  
  - Mr. Raphael Ritter de Zahony, CEO, Phoenix Metal Ltd.  
  - Ms. Kay Nimmo, Manager of Sustainability and Regulatory Affairs, ITRI Ltd.  
  - Ms. Karen Hayes, Director Mines to Market Program, Pact  
20 minutes planned interventions, 10 minutes discussion |
| 9:15 – 9:45 | **On-the-ground monitoring and whistle blowing in Rwanda:**  
- How are monitoring efforts currently performing?  
- How are issues of fraud and smuggling detected and prevented?  
- How can they be strengthened?  
Interveners:  
  - Representative from the Government of Rwanda  
  - Ms. Marlene Wafler, Incident Reporting Officer iTSCi, Pact  
  - Ms. Sophia Pickles, Campaigner, Conflict Resources, Global Witness  
15 minutes planned interventions, 15 minutes discussion and wrap-up |
| 9:45 – 10:00 | **Break** |
| 10:00 – 11:30 | **Parallel working sessions: ASM (Gold): Encouraging implementation and progress in current projects**  
This session will look at existing efforts to bring responsibly-mined artisanal gold to market, including issues such as closed pipe projects - scaling up, incentives, risks, financing, formalisation of ASM mines, security, tax harmonisation, customs reform, communicating and socialising artisanal miners on the OECD Guidance etc. We will endeavour to get input from ASM miners attending the Forum. The session will also be used to get preliminary input on the nature, form and content of an ASM Sourcing assessment tool for Refiners/traders, to be developed by the OECD in late-2013 and early-2014.  
**Parallel working sessions: 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information**  
- Continuation from Day 1  
- Circulate draft Best Practice Paper to Forum before lunch on Day 2  
Facilitator: Professor Roel Nieuwenkamp, Chair of the OECD Working Party on Responsible Business Conduct, supported by Mr. Adam Greene, MSG Vice Chair and Vice President Labor Affairs and Corporate Responsibility, US Council for International Business  
25 minutes interventions, 25 minutes discussion, 30 minutes drafting, 10 minutes wrap-up |
Facilitator: Dr. Olivier Bovet, Programme Manager Trade Promotion, State Secretariat for Economic Affairs (SECO), Switzerland

Interveners:
- Mr. Shawn Blore, Researcher, Partnership Africa Canada (PAC)
- Ms. Jennifer Peyser, Senior Mediator, RESOLVE
- Mr. Patrick Schein, Executive Board Member, Alliance for Responsible Mining (ARM)
- Mr. Olivier Demierre, Sr. Vice President Corporate Social Responsibility, PAMP S.A

30 minutes planned interventions, 20 minutes ASM refiner/trader sourcing tool, 30 minutes discussion, 10 minutes wrap-up

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<th>Time</th>
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<tr>
<td>11:30 – 12:00</td>
<td>Prepare for field visits</td>
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<td>12:00 – 19:00</td>
<td>Field visits – buses from Serena Hotel, with packed lunch</td>
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<td>19:00</td>
<td>End of DAY 2</td>
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**DAY 3: FRIDAY 15 NOVEMBER 2013**

Morning (plenary):
- Impressions from field visits
- Worst Forms of Child Labour in the mining sector
- 3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information
- Scaling-up: Expanding current efforts and implementing new due diligence programmes in the Great Lakes region

Afternoon (plenary):
- Audits and mutual recognition
- Forum Strategic Vision

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<tr>
<td>8:30 – 9:15</td>
<td>Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada</td>
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Welcome and impressions from field visits

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<th>Time</th>
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<tr>
<td>9:15 – 10:30</td>
<td>Worst Forms of Child Labour in the mining sector</td>
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Facilitator: Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada

Interveners:
- Ms. Laura Schulke, Associate, Human Rights Watch (HRW)
- Ms. Karen Hayes, Director Mines to Market Program, Pact
- Mr. Vianey Mbuya, Child Labour Officer, NELICO
- Ms. Laura Baretto, Chair, Alliance for Responsible Mining (ARM)
Facilitated discussion will focus on issues where the Forum can make a contribution, e.g. clarifying the definitions of “worst forms of child labour” in international law as compared with national laws and existing practice, what are we aiming for when we say elimination of extreme forms of child labour and how can it be done? Should we aim for a mandate going forward and a roadmap for achieving this mandate?

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<tr>
<td>10:30 – 10:45</td>
<td>Break</td>
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<tr>
<td>10:45 – 11:30</td>
<td>3T Best Practice Paper on risk management for fraud, unknown or incomplete provenance information</td>
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<td></td>
<td>• Presentation of the draft Best Practice Paper</td>
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<td>• Questions from the Forum</td>
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<td>• Possible endorsement by the Forum</td>
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<tr>
<td>Facilitator:</td>
<td>Mr. Adam Greene, MSG Vice Chair and Vice President Labor Affairs and Corporate Responsibility, US Council for International Business</td>
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<tr>
<td>Interveners:</td>
<td>• Presentation from the OECD Secretariat and representatives from the 3T working group</td>
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<td>15 minutes presentation, 25 minutes discussion, 5 minutes wrap-up</td>
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<td>11:30 – 13:15</td>
<td>Scaling-up: Expanding current efforts and implementing new due diligence programmes in the Great Lakes region</td>
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<td>This session will draw on the discussions in sessions from Day 1 and Day 2. The facilitator may call on presenters to offer their views to stimulate interaction and draw conclusions on scaling-up efforts in the DRC. This session will address questions such as:</td>
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<td>• How can existing efforts be scaled-up and supported? This should include looking at innovative models for sharing costs</td>
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<td>• What roles should donors, regional organisations, multi-stakeholder initiatives, ICGLR governments or others, like industry and civil society, play?</td>
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<td>Facilitator:</td>
<td>H.R.H. Jaime de Bourbon Parme, Special Envoy Natural Resources, Ministry of Foreign Affairs, The Netherlands</td>
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<tr>
<td>Interveners:</td>
<td>• Dr. Richard Robinson, Extractive Industries Technical Advisor, USAID (PPA representative)</td>
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<td>• Ms. Kay Nimmo, Manager of Sustainability and Regulatory Affairs, ITRI Ltd.</td>
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<td>• Mr. Mussadiq Hamid Merican, Manager, Business Development, Malaysia Smelting Corporation Berhad</td>
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<td>• Mr. William Millman, Technical and Quality Director , AVX Ltd.(Solutions for Hope)</td>
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<td>• Mr. Gerald Beaulieu, Head of Business Development for the Americas, Geotraceability Ltd.</td>
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<td>• Mr. Nicholas Garrett, Director, The Better Sourcing Program</td>
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<td>• Report from ASM Gold working session held on Day 2</td>
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<td>45 minutes interventions, 30 minutes discussion, 15 minutes wrap-up</td>
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<td>13:15 – 14:15</td>
<td>Hosted Buffet Lunch</td>
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<td>14:15 – 15:45</td>
<td>Audits and mutual recognition</td>
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<td></td>
<td>• How do upstream assessments and audits complement smelter/refiner audits?</td>
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<td>• How do industry smelter/refiner audit programmes provide mutual recognition?</td>
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<td>• How to best incorporate the progressive nature of due diligence as recommended by the Guidance into audit programmes and protocols?</td>
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<td>• Disclosure of information - what can and should be made accessible to auditors?</td>
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<tr>
<td>Facilitator:</td>
<td>Ms. Ruth Crowell, MSG Vice-Chair and Deputy Chief Executive, LBMA</td>
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<tr>
<td>Interveners:</td>
<td>• Ms. Kay Nimmo, Manager of Sustainability and Regulatory Affairs, ITRI Ltd.</td>
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<td>• Ms. Hannah Koep-Andrieu, Corporate Area Manager, Channel Research France</td>
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<td>• Ms. Michele Bruelhart, Head of Auditing, RCS Global</td>
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<td>• Ms. Esther Rodriguez, Associate Director, Climate Change &amp; Sustainability KPMG</td>
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<td>40 minutes presentations, 30 minutes discussion, 15 minutes wrap-up</td>
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<td>15:45-16:00</td>
<td><strong>Break</strong></td>
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| 16:00-17:30  | **Strategic vision of the ICGLR-OECD-UN GoE Forum**  
This session will take a macro-level and long-term view of the implementation efforts underway and planned:  
- Update from the Precious Stones Multi-Stakeholder Working Group  
- Future Forum meetings and priority work areas: Thematic vs. supply chain focus? Upstream vs. downstream? Other geographic focus? Targeted meetings or general meetings for all stakeholders?  

**Facilitator:** H.R.H. Jaime de Bourbon Parme, Special Envoy Natural Resources, Ministry of Foreign Affairs, The Netherlands  

**Interveners:**  
- Mr. David A. Bouffard, Signet Vice President Corporate Affairs, Signet Jewelers Ltd. and/or other representatives of the Precious Stones Multi-Stakeholder Working Group  
- Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada  
- Mr. Adam Greene, MSG Vice Chair and Vice President Labor Affairs and Corporate Responsibility, US Council for International Business or Ms. Ruth Crowell, MSG Vice-Chair and Deputy Chief Executive, LBMA  
- Ms. Annie Dunnebacke, Deputy Campaigns Director, Global Witness  

30 minutes interventions, 45 minutes discussion, 15 minutes wrap-up  

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| 17:30-18:00  | **Closing**  
**Facilitator:** Ms. Sabrina Ramzi, OECD Multi-stakeholder Steering Group (MSG) Chair and Senior Policy Officer, Department of Foreign Affairs, Trade and Development, Government of Canada  
- Representative from the ICGLR  
- H.E. Evode Imena, Minister of State in Charge of Mining, Ministry of Natural Resources, Government of Rwanda  

End of FORUM