

Office of the Head of Service of the Federation

The Presidency
Federal Secretariat
Phase II, Shehu Shagari Way,
Maitama - Abuja

**RE: RESUMPTION OF THE CONDUCT OF THE FOCUS WORKSHOP ON THE
OPERATIONALIZATION OF THE EXECUTIVE ORDER NO-001, 2017 ON THE
PROMOTION OF TRANSPARENCY AND EFFICIENCY IN THE BUSINESS
ENVIRONMENT**

I refer to your circular dated 18th August, 2017 with Ref. No. HCSF/2067/1/106 on the above subject matter.

2. Kindly find attached, response from the National Oil Spill Detection and Response Agency (NOSDRA) as requested.
3. Also attached is the list of NOSDRA Members of the Implementation Team of the Executive Order 001-2017 as per your directives.
4. Kindly accept the assurances of my highest regards.

Sir Peter Idabor
Director-General/Chief Executive

**NOSDRA MEMBERS OF THE IMPLEMENTATION TEAM OF THE
EXECUTIVE ORDER 001-2017**

- i. **Uwen, Godwin U. (Mr.)** - Chairman
08037106842/08098294400
uwen.godwin@yahoo.com

- ii. **Akindele, Benjamin O. (Mr.)-** Member
09069560875
bunmiakindele2000@gmail.com

- iii. **Gidado, Dauda A.(Mr.)** - “
08036138408
dagidado@yahoo.com

- iv. **Ajayi, Joseph T. (Engr.)** - “
08033032470
tunde444joe@yahoo.com

- v. **Isibor, Comfort E. (Mrs.)** - Secretary
08093306610
comeka.isibor@gmail.com

**NATIONAL OIL SPILL DETECTION AND RESPONSE AGENCY (NOSDRA)
RESPONSE TO THE OPERATIONALIZATION PLAN (OP) OF THE
EXECUTIVE ORDER EO-001**

1. SERVICE LEVEL AGREEMENTS

a. Products and Services

- i. Implementation of the National Oil Spill Contingency Plan (NOSCP) and Regional Oil Spill Contingency Plan (ROSCP) for both land and water environment;
- ii. Permit:
 - Oil Spill Clean-up Product
 - Laboratory services (Toxicity testing, finger printing and retainership)
 - Dispersant Use
- iii. Certification:
 - Remediation
 - Accreditation of consultants
- iv. Environmental Sensitivity Index (ESI) Map
- v. Lease of oil spill recovery boat
- vi. Review and activation of Oil Spill Contingency Plans (OSCP) of industry operators
- vii. Management of spent oil
- viii. Post Impact Assessment
- ix. Execution of Joint Investigation Visits (JIVs)
- x. Fines for non-compliance
- xi. Surveillance, reporting, alerting and other response activities as they relate to oil spillages
- xii. Clean environment
- xiii. Damage Assessment

b. Requirements/Procedures

Consultants

- i. Formal application letter specifying area (s) of interest addressed to the DG/CE NOSDRA
- ii. Company profile
- iii. Certificate of Incorporation
- iv. Memorandum of Association
- v. 3 years Current Tax Clearance Certificate
- vi. Tax Identification Number (TIN)

- vii. Evidence of Payment for Accreditation Form
- viii. VAT Registration & Evidence of VAT Remittances
- ix. Experience/Technical Qualification & Experience of key personnel
 - x. Evidence of similar project/past work done including reference letter from at least
 - xi. Two former clients indicating the nature/period of jobs done and capability
- xii. Equipment & Technical Capacity
- xiii. Evidence of membership of professional body
- xiv. Evidence of collaboration/affiliation-partner agreement between an overseas based company and its indigenous partner or an evidence of legal arrangements
- xv. For Environmental Sensitivity Index (ESI) Map:
 - Formal Application to DG/CE stating geographical coordinate of the facility;
 - Making payments as estimated of the facility into Treasury Single Account (TSA);
 - Submission of evidence of payment.

Bidding Requirement

- i. Tax clearance (Consultants),
- ii. Certificate of Registration with Corporate Affairs Commission (CAC),
- iii. Nigerian Social Insurance Trust Funds certification
- iv. Pencom Certification
- v. Certified Financial statement

c. Timelines and Fees

- i. Spill must be reported within 24hours
- ii. Failure to report an incident results in a fine of Five Hundred Thousand Naira (₦500,000.00) only per day
- iii. Failure to clean up the impacted sites to all practical extents including the remediation shall attract a further fine of one million Naira (₦1,000,000.00).
- iv. Four Hundred and Fifty Thousand Naira(₦450,000.00) for toxicity testing of environmental chemicals and dispersants
- v. Ten Thousand Naira (₦10, 000.00) accreditation form.

- vi. One Hundred Thousand Naira (₦100,000.00) only for accreditation of a specific area of environmental services.
- vii. ESI Map cost is dependent on area of facility's operational coverage
- e. Permits
 - Laboratory permits
 - Oil Spill response equipment and clean-up products
 - Remediation

2. CUSTOMER INTERFACE MECHANISM

a. Complaints collation procedure

- Event/incident response
- Joint Investigation Visit
- Post Spill Impact Assessment
- Damage Assessment
- Clean-up/remediation
- Restoration
- Post-Clean-up/Certification
- Drill activation

b. Conflict Resolution:

- JIV
- Verification of oil Spill Claims
- Damage Assessment
- Mediation services between oil companies and communities

c. International Conferences

- Global Initiative for West, Central and Southern Africa (GI-WACAF) under the International Maritime Organisation (IMO)

d. Customer Service Mechanism

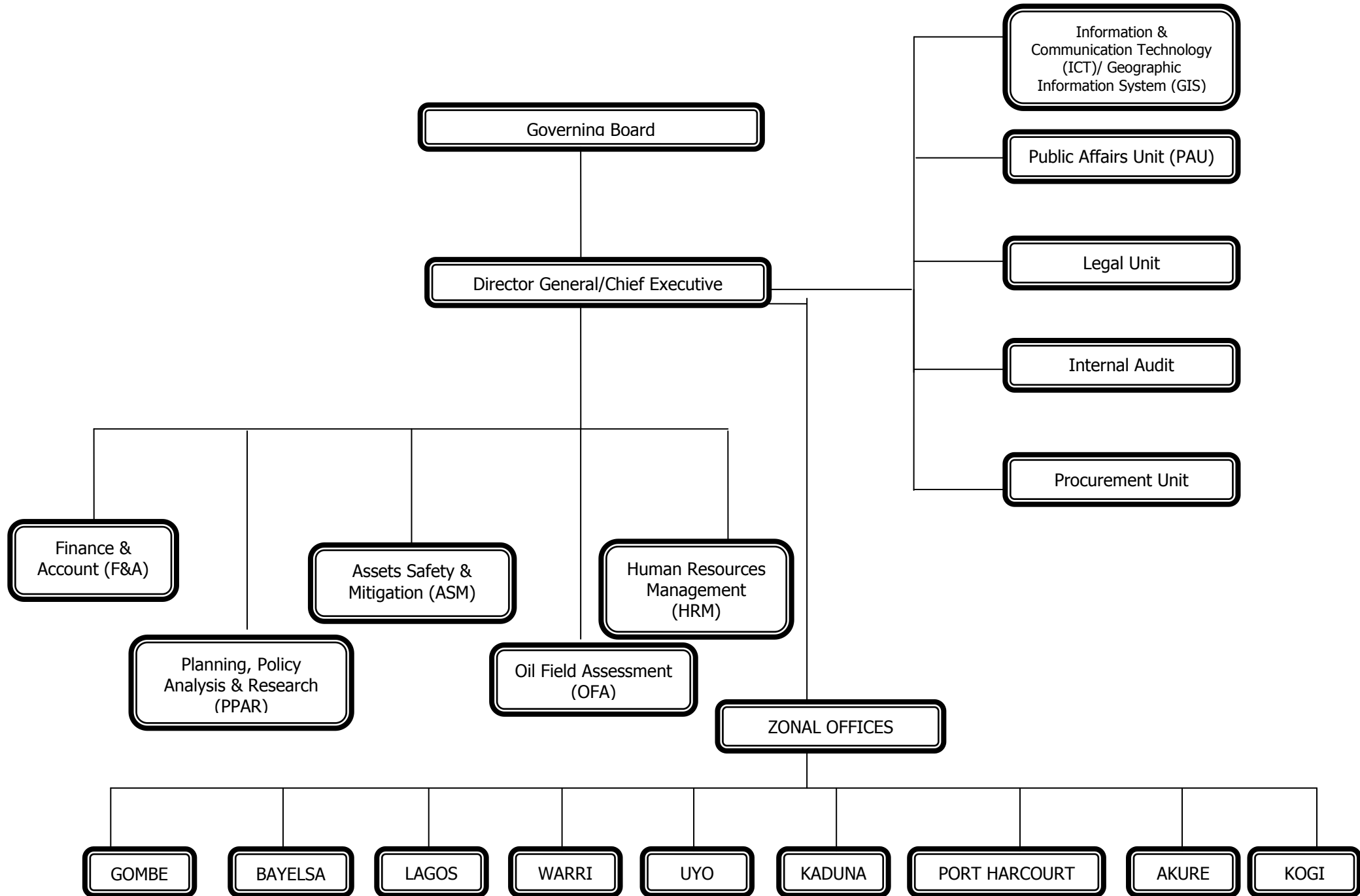
Customers:

- Communities
- Oil operators (upstream, Midstream and downstream)
- Environmental Consultants
- Environmental Non-Governmental Organisations

Mechanisms

- Oil spill contingency Plan review/activation
- Regional Oil Spill Contingency
- Environmental consultants
- Communities
- Drill activation
- Resolution of community complaints
- Mediation between oil operators and communities
- Event response
- Conflict resolution
- Oil monitoring and gas flare tracker

e. Management Structure of the National Oil Spill Detection and Response Agency (NOSDRA)



3. COMMUNICATION STRATEGY

- Drill activation
- Advocacy and Awareness programmes
 - Disaster Risk Reduction
 - Management of spent oil
- Letters and memos
- Active online presence through the Official Website as well as other social media such as twitter, facebook
- Command and Control Centre
- Technical meetings
- Press releases and interviews
- Collaborative training with various bilateral and multi-lateral agencies such as United Nations Development Program (UNDP), Global Initiative for West, Central, Southern Africa (GI-WACAF), Oil Spill Response Limited (OSRL)
- Protocol services