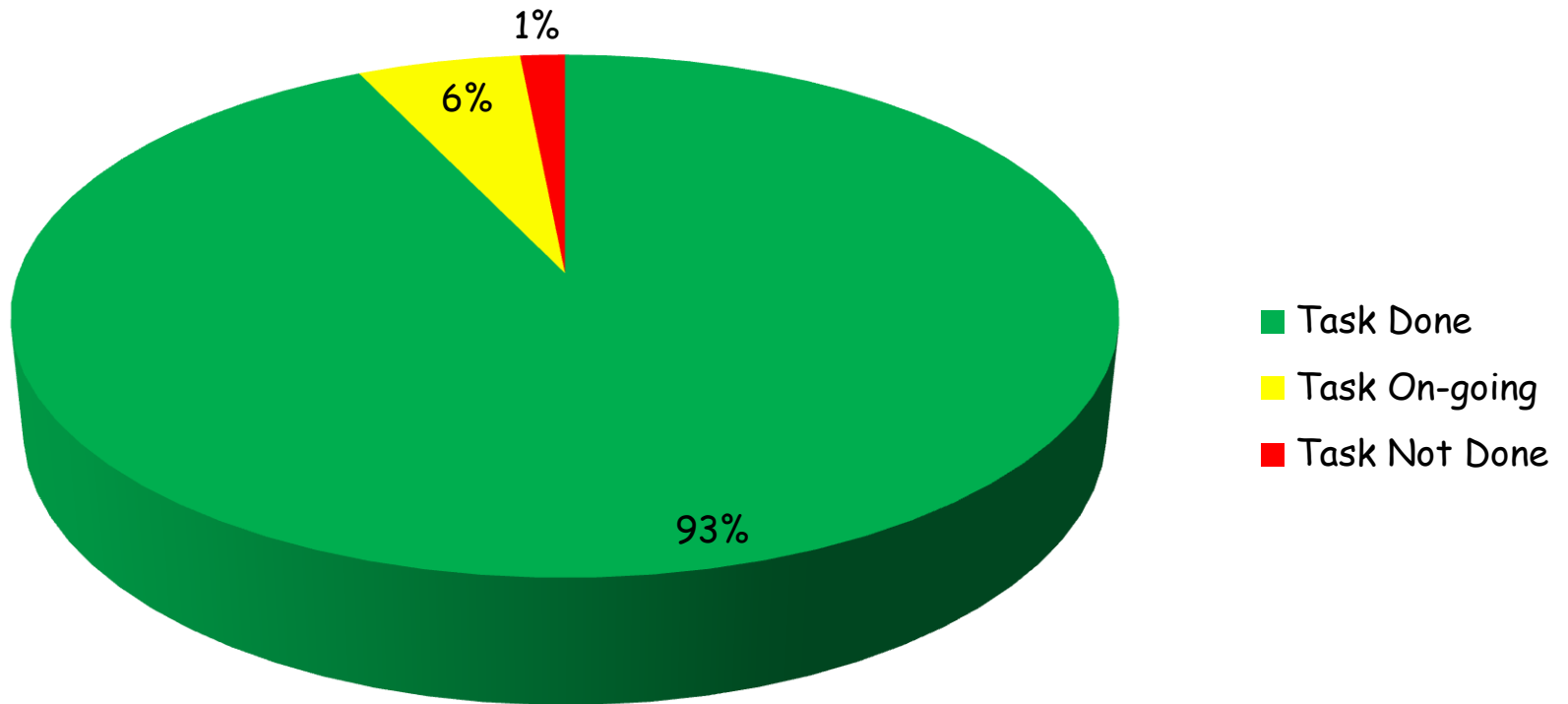


FEDERAL ROAD SAFETY CORPS

**VERIFIED ACTION STATUS
OF
MANAGEMENT ASSIGNED TASKS
BY THE PROJECT IMPLEMENTATION OFFICE
RSHQ, ABUJA.
YEAR 2014**

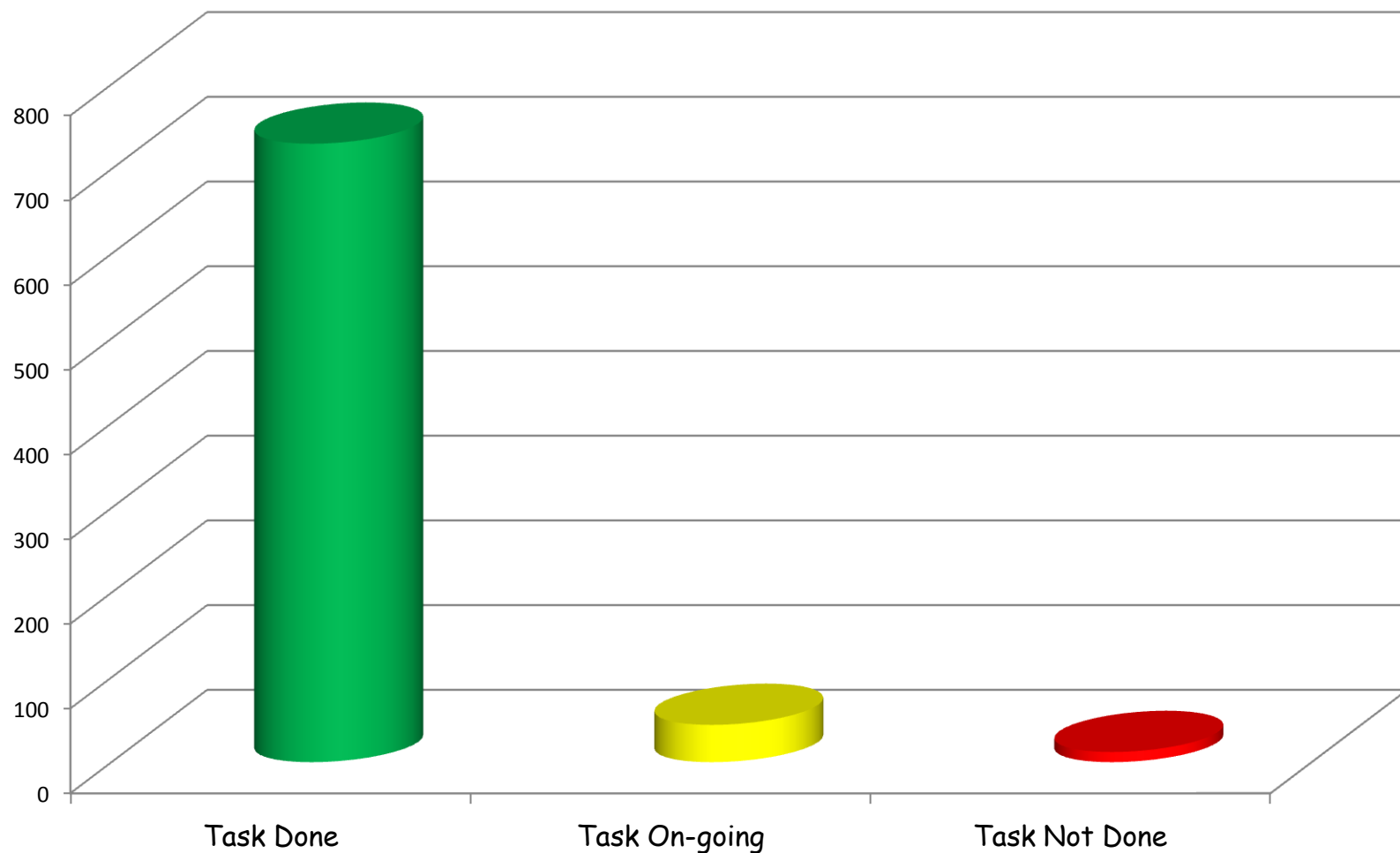
ACTION STATUS OF MGT ASSIGNED TASK FOR YEAR 2014



ACTION KEYS

Green	-	Task Done	=	728
Yellow	-	Task On-going	=	46
Red	-	Not Done	=	12
Total	-			<u>786</u>

ACTION STATUS OF MGT ASSIGNED TASK FOR YEAR 2014



ACTION KEYS

Green

-

Task Done

=

728

Yellow

-

Task On-going

=

36

Red

-

Not Done


=

12

Total

=


786




S/ N	DATE OF MEETING	ACTION	ACTION BY	COMMENTS
1	28/01/2014	Departments and Corps Offices should align their strategic goals with the Corps Strategic Objectives and have their retreats before the end of February, 2014.	All	Done
2	28/01/2014	CLog should complete the repairs of the grounded Mercedes Bus (1418) which could be used to ply Lugbe Route and present report in two weeks.	Clog	Not Done
3	28/01/2014	CMRO should write a reminder to F&A for payment of monthly allocation to Zebra 23.	CMRS	Done
4	28/01/2014	CLog should enrich the Report on the way forward in assisting Field Commands with vehicle maintenance and present at the next meeting.	Clog	Done
5	28/01/2014	Ag. HOD (F&A) should confirm if allocation was paid to the 7 newly created Unit Commands in December, 2013 and report to Management at the next meeting.	F&A	Done
6	28/01/2014	DCM (Ops) should direct the Unit Commander RS4.15 Jos By-Pass Unit Command to look for suitable office accommodation for renting and forward request to RSHQ.	Ops	Done
7	28/01/2014	DCM (Ops) should make request to CPRO for items available in the store for the 7 newly created Unit Commands.	Ops	Done

8	28/01/2014	SACOMACE should make contact with Mackenzie of World Health Organization to evaluate FRSC data collection mechanism in relation to other possible sources of data.	SACOMACE	Done
9	28/01/2014	CS should issue circular to Field Commands on the implication of concealment by Commanding Officers.	CS	Done
10	28/01/2014	CLA should come up with proposal to modify the Notice of Offence Sheet as regards prosecution of Road Traffic Offenders and present at the next meeting.	CLA	Done
11	28/01/2014	CLA should explore means of possible participation of the Corps in conferences and seminars organized for judges.	CLA	Done
12	28/01/2014	DCM (MVA) should highlight the areas to be amended in the reviewed FRSC Conditions and Schemes of Service and resend the documents with the highlights to members to study for deliberations at the next meeting.	MVA	Done
13	28/01/2014	Ag. HOD (F&A) and CLog should work together to find the possibility of accommodating the cost of renting, buying and furnishing of official residential accommodations in the service-wide vote.	F&A Clog	Not Done
14	28/01/2014	Ag. HOD (F&A) should present a brief on the process of PAYE Tax deductions from staff salaries by Federal Inland Revenue Service and present at the next meeting.	F&A	Done
15	28/01/2014	ACM (PRS) should carry out a feedback study on public opinion on 122 and impact of special patrol on the reduction of RTC and present at the next meeting.	PRS	Done
16	04/02/2014	FRSC standing Committee on further studies should be headed by DCM (TSC) who would then convey Management approval to the thirty-nine Officers and seventy-one Marshals who applied and qualified for further studies in the 2013/2014 academic session.	TSC	Done

17	04/02/2014	DCM (MVA) should reflect names, phone numbers and transaction ID of NDL applicants who failed Vision acuity test on the Dashboard.	MVA	Done
18	04/02/2014	CPEO should liaise with SA-COMACE to regroup offenders booked by offence type and send them alerts through short message service on monthly basis.	CPEO	Done
19	04/02/2014	CMRO should reconcile and correct the cumulative RTC data for 2013 and present at the next meeting.	CMRS	Done
20	04/02/2014	PSO II should make available radar guns for use by patrolmen on Kubwa expressway while liaising with RSDT for training on its use.	PSO II	Done
21	04/02/2014	Ag. HOD (SED) should study the current RTC counter-measures at Area 1 Roundabout, make recommendation for intervention and present at the next meeting.	SED	Done
22	04/02/2014	ACM (PRS) should meet COMACE to discuss issues relating to Mabushi and Banex junction bridges.	PRS	Done
23	04/02/2014	CMRO should write a letter of appreciation to Hon. Smart Adeyemi for donating an ambulance to FRSC and also relay the information on the standard requirement for an Ambulance.	CMRS	Done
24	04/02/2014	CS should convey Management approval to DCM (Ops) for the relocation of Ndubia Unit Command to Igbagu and retain the identity as RS9.24.	CS	Done
25	04/02/2014	The Committee on Review of FRSC Conditions and Schemes of Service should work with CLA to reflect the amendments observed by members and present at the next meeting.	MVA	Done
26	04/02/2014	CS should convey Management approval to DCM (TSC) for the adoption of sharing formula for training of Drivers.	CS	Done



27	04/02/2014	DCM (TSSD) should set the machinery in motion to commence the production of the FRSC Retirees ID card as amended.	TSSD	Done
28	11/02/2014	DCM (Ops) should dissolve city Commands along critical corridors and relocate same on highways.	Ops	Not Done
29	11/02/2014	DCM (Ops) should arrange for the creation of new Unit Commands to achieve the minimum of 50km and maximum of 70km coverage and present report at the next meeting.	Ops	Done
30	11/02/2014	ACM (PRS) should bring out the data on the consequences of non-compliance to the use of rear seatbelt by passengers in the rear seat of a vehicle that were involved in a crash.	PRS	Not Done
31	11/02/2014	ACM (PRS) should work backward and collate inputs on sitting position of passengers in a vehicle involved in RTC and present at the next meeting.	PRS	Done
32	11/02/2014	ACM (PRS) should coordinate the stakeholders' forum on National Crash Reporting Information System (NCRIS) to include the Nigerian Police, Ministry of Health and States Traffic Agencies at both state and National Level and report progress at the next meeting.	PRS	Done
33	11/02/2014	ACM (PRS) should write a letter to Commissioners of Health in states nominating them to head the National Crash Reporting Information System Committee.	PRS	Done
34	11/02/2014	ACM (PRS) should direct DIOs in Field Commands to improve on RTC data collection and reporting system.	PRS	Done
35	11/02/2014	ACM (PRS) should identify suitable locations to mount the new traffic count equipment donated by FERMA to commence traffic counting.	PRS	Done
36	11/02/2014	DCM (TSC) should verify the data posted on the Dashboard on in-house training conducted in Weeks 5 and 6 in RS2 Lagos and present at the next meeting.	TSC	Done




37	11/02/2014	DCM (TSC) should confirm the figures on Foreign courses attended as posted on the Dashboard for TSC activities in Week 5 for RS12 Bauchi and present at the next meeting.	TSC	Done
38	11/02/2014	Ag. HOD (SED) should liaise with CLA to bring out the Regulation on the mandatory use of seat belt by all occupants in a vehicle and present at the next meeting.	SED	Done
39	11/02/2014	Ag. HOD (SED) should contact Ministry of Environment to redeem pledge on donation of Emission Testing equipment to FRSC.	SED	Done
40	11/02/2014	Ag. HOD (SED) and CPEO should start a sensitization process and campaign on the mandatory use of seatbelt by rear passengers in a vehicle with 01 January 2016 as enforcement day in view.	SED CPEO	Done
41	11/02/2014	ACM (SMP) should reach out to NCC through NRSP to get the Mobile Telecom companies to do campaign for FRSC activities.	SMP	Done
42	11/02/2014	SACOMACE should ensure effective internet SharePoint connection to the Conference room during Management meetings.	SACOMAC E	Done
43	11/02/2014	CMRO should review the RTI form to accommodate emerging issues as regards RTC data collection and analysis.	CMRS	Done
44	18/02/2014	ACM (SMP), ACM (PRS) and PSO II should liaise with NRSP to facilitate the donation of breathalyzers and radar gun to FRSC.	SMP, PRS PSO II	Done
45	18/02/2014	ACM (SMP) and CPEO should discuss with GSM Network providers to do campaign for FRSC on the use of phone while driving."	SMP CPEO	Done
46	18/02/2014	DCM (AHR) and CS should liaise with DCM (TSC) to consider the posting of staff on distant learning program to Commands not more than 200km from their study centres.	AHR CS	Done

47	18/02/2014	CS should advice staff to patronize the National Open University of Nigeria for part-time study programmes.	CS	Done
48	18/02/2014	CS should write to Commanding Officers to stop endorsing application for further studies by staff to institution that is more than 200km from their Commands."	CS	Done
49	18/02/2014	DCM (TSC) should liaise with SACOMACE to effect the corrections on the data posted on the Dashboard for Week 6 on in-house conducted in Weeks 5 and 6 in RS2 Lagos and Foreign Courses attended in Week 5 in RS12 Bauchi.	TSC	Done
50	18/02/2014	Committee on Review of FRSC Conditions and Schemes of Service should circulate the final copy of the documents to members through the SharePoint module.	DCM MVA	Done
51	18/02/2014	CS should write to Ag. HOD (F&A) to present the pending brief on the process of PAYE Tax deduction from staff salaries by Federal Inland Revenue Service unfailingly at the next meeting.	CS	Done
52	18/02/2014	DCM (Ops) should invite two ACMs to be in attendance at the next Management meeting.	Ops	Done
53	18/02/2014	CPEO should work with CTSO to do a monthly publication on crashes involving fleet operators.	CPEO	Done
54	18/02/2014	HPIO should facilitate the incorporation of the observed amendments in the e-APERS and report progress at the next meeting.	PIO	Done
55	18/02/2014	ACM (SMP) should generate 3 topics in line with 2014 FRSC Strategic Objectives for the Proposed 2014 Essay Competition for NYSC/RSC members and submit to COMACE for approval and thereafter, update members at the next meeting.	SMP	Done
56	18/02/2014	DCM (Ops) and ACM (SMP) should produce sample of Reflective Jacket that had met standard for ratification at the next meeting.	Ops SMP	Done




57	18/02/2014	ACM (PRS) should liaise with DCM (TSC) to set up a training programme on data collection and analysis to DIOs and other personnel involved in data collection at the FRSC Academy.	TSC PRS	Done
58	18/02/2014	Ag. HOD (F&A) and CA should review the position paper on the way forward for assisting Field Commands on vehicle maintenance and present at the next meeting.	F&A CA	Done
59	18/02/2014	SACOMACE should discuss with the ICDL Consultants for possible spread out of payment for ICDL training	SACOMAC E	Done
60	18/02/2014	CS should call for a meeting of the FRSC Governing Board to approve the conduct of 2014 Promotion Exercise.	CS	Done
61	25/02/2014	CS should include CAS I and CAS II in the mailing list of members of Management.	CS	Done
62	25/02/2014	CLA should look into the legal provision of patenting FRSC items and brief Management at the next meeting.	CLA	Done
63	25/02/2014	Ag. HOD (SED) should liaise with CMRO to reflect the time of occurrence of RTC on the crash analysis report.	SED	Done
64	25/02/2014	ACM (PRS) should liaise with CMRO to reflect the time of occurrence of RTC on monthly RTC report.	PRS	Done
65	25/02/2014	CPEO should embark on public enlightenment on time of travel to the motoring public and update Management at the next meeting.	CPEO	Done
66	25/02/2014	ACM (PRS), Ag. HOD (SED), HPAU and CMRO should work together to establish a baseline figure to be used in RTC analysis.	PRS SED PAU CMRO	Done
67	25/02/2014	CLog should make provision for conveyance vehicles for the dignitaries.	Clog	Done




68	25/02/2014	Head of Protocol Unit should liaise with Ministry of Foreign Affairs to receive the dignitaries from the airport.	Prot	Done
69	25/02/2014	ACM (PRS) should brief COMACE on the progress of the preparation for the 5 th Annual Lecture Series by close of work on Tuesday 25 February, 2014.	PRS	Done
70	10/03/2014	Ag. HOD (SED) should plot the time of crashes for the past 10 weeks between 1000hrs and 1600hrs and present to Management in the next meeting.	SED	Done
71	10/03/2014	All the variables highlighted during the comments other than those contained in the Dashboard should be captured before the live test run of the Business Intelligence Solution Application on Friday 14 March, 2014.	PAU	Done
72	10/03/2014	DCM (Ops) and HPAU should nominate representatives from Commands who would work alongside the Consultants on Business Intelligence Solution during the running of the Business Intelligence Solution Application.	MVA PAU	Done
73	10/03/2014	HOU's and Heads of Corps Offices should make available necessary variables of their offices as would be needed for effective running of the Application.	All	Done
74	10/03/2014	The Ag. HOD (F&A) should ensure that appropriate Tax is implemented for every staff in line with the FIRS PAYE Tax Guide for FRSC and this is to commence immediately.	F&A	Done
75	10/03/2014	The shortfall of PAYE Tax should be left for individual staff involved to settle at the point of obtaining tax clearance.	F&A	Done
76	10/03/2014	DCM (Ops) should map out strategy the Corps could adopt to reach out to various state governments for donation of vehicles.	Ops	Done


77	10/03/2014	FRSC Academy and Training School, fleet operators nationwide, driving school operators and FRSC RSHQ offices were approved as sales outlets for the Management book titled "Fleet Management Strategies in Nigeria, Road Safety Perspective".	SMP	Done
78	10/03/2014	10% of the proceeds from the sale of the book "Fleet Management Strategies in Nigeria, Road Safety Perspective" should be released to sellers to serve as incentive.	SMP	Done
79	18/03/2014	CPEO should identify Commands that have facilities for educating offenders booked but did failed to utilize them, and summon them to RSHQ.	CPEO	Done
80	18/03/2014	CPEO should identify Commands without facility for educating offenders booked and recommend appropriate action to COMACE.	CPEO	Done
81	18/03/2014	Ag. HOD (SED) should work out the details of repairs of the grounded Mercedes Benz (1418) and communicate COMACE, while updating Management at the next meeting.	SED	Done
82	18/03/2014	CPEO should run an advert on crashes involving fleet operators on 19, 20 and 23 March, 2014 and update Management at the next meeting.	CPEO	Done
83	18/03/2014	DCM (Ops) should direct Sector Commander RS2.1 Lagos to be on air to give the positive side of the story on the assault case on FRSC staff by members of the NURTW.	Ops	Done
84	18/03/2014	DCM (Ops) should send mail to all Commanding Officers instructing them to always have a quick reaction to negative stories on FRSC by print and electronic media.	Ops	Done



85	18/03/2014	CP and Ag. CIO should investigate the case of a staff carried on a bonnet of a vehicle at the gate of RSHQ, Wuse Zone 3, Abuja and present report at the next meeting.	CP CIO	Done
86	25/03/2014	MR should fine-tune the presentation on FRSC Quality Objective to accommodate inputs provided by members.	MR	Done
87	25/03/2014	MR should remind Heads of Departments and Corps Officers to submit/forward changes made in their processes which should be reflected in the Quality Manual.	MR	Done
88	25/03/2014	MR should forward proposal for training of 40 Officers as new Internal System Auditors to COMACE for approval.	MR	Done
89	25/03/2014	MR should advise Heads of Departments and Corps Officers with unclosed NCs to correct them on or before 31 March, 2014.	MR	Done



90	01/04/2014	CPEO should invite the ZPEO, SPEO and Unit PE that have facilities for educating Offenders booked but failed to utilize them.	CPEO	DONE
91	01/04/2014	DCM (Ops), Management approved the standard reflective jackets for the Corps.	Ops	DONE
92	01/04/2014	DCM (MVA) should rectify all the amendments highlighted and circulate to members on SharePoint for their review.	MVA	DONE
93	01/04/2014	Members should come up with the appropriate nomenclature unique to FRSC to replace Junior Course, Intermediate Course and Advanced Course.	ALL	DONE
94	01/04/2014	F&A should advise the Committee on the relevant applicable allowances that would be included in the document.	F&A	DONE
95	01/04/2014	Chairman FRSC Staff Co-operative Scheme should bring up modalities of making the membership compulsory for all staff of the Corps and the winding down of all other Co-operatives in FRSC formations.	CA	DONE
96	01/04/2014	CMRO should check the PSR on the payment of medical treatment of staff abroad and forward to the Committee handling the review of Conditions and Schemes of Service.	CMRO	DONE



97	01/04/2014	Representative (ISO) should review the samples of the proposed Letterhead and present during the next meeting for Management consideration.	MR (ISO)	DONE
98	01/04/2014	CLA should make corrections on the Notice of Offence Sheet in line with the payments and forward to Operations Department for utilization.	CLA	DONE
99	01/04/2014	Management approved the following as presented by CLA: i. Renewal of Registered items 1-15 of the presentation ii. Registration of items listed in 16-29 of the presentation iii. The total sum of N464,700.00 to effect the trademarks registration of FRSC products at the Federal Ministry of Commerce.	CLA	DONE
100	01/04/2014	Ag. HOD (SED) should ensure that the conference room on the third floor is equipped and make good for holding meetings.	SED	DONE
101	08/04/2014	DCM (Ops) should make a proposal on the consistency of occurrence of RTC in Commands, recommend intervention and present at the next meeting.	Ops	DONE
102	08/04/2014	DCM (Ops) should rectify all amendments highlighted and circulate to members on Sharepoint for their review.	Ops	DONE




103	15/04/2014	DCM (Ops), ACM (PRS) and Ag. HOD (SED) should work out modalities to interface with JAMB to put in place RTC intervention measures for movement of vehicles during the period of UTME.	Ops PRS SED	DONE
104	15/04/2014	DCM (Ops) should direct the Sector Commander RS7.1 FCT to commiserate with NURTW, RTEAN and other transport unions over the Nyanya Major Bus Terminal bomb blast.	Ops	DONE
105	15/04/2014	ACM (PRS) and Ag. HOD (SED) should include intervention measures to be taken during the period of UTME in their yearly planner.	PRS SED	DONE
106	15/04/2014	ACM (SMP) should commence the process of making Mr. Faminokun Akin, the Executive Vice President of First Bank PLC an Honourary Special Marshal for his show of interest to partner with FRSC through the donation of a 13.5KVA power generator to DLC at Eti-Osa, Lagos.	SMP	NOT DONE
107	15/04/2014	ACM (SMP) should produce a brief on the training of volunteers for National Community Post Crash Care Initiative conducted between 07 and 11 April, 2014 in 12 states of the Federation and present at the next meeting	SMP	DONE
108	15/04/2014	Ag. HOD (SED) should take over the repairs of FRSC patrol vehicle that crashed at RS7.10 Lugbe Unit Command and report progress at the next meeting.	SED	DONE
109	15/04/2014	Ag. HOD (SED) should liaise with Ag. HOD (F&A) to recommend to COMACE prompt repairs of the grounded Zebra ambulances.	SED	DONE
110	15/04/2014	Ag. HOD (SED) should look at the maintenance aspect of FRSC ambulances and commence action on repairs while updating Management at the next meeting.	SED	DONE
111	15/04/2014	CPEO should liaise with DCM (AHR) and request for explanation from Commanding Officers that failed to supervise PE Officers to comply with the use of template for educating offenders booked as directed.	CPEO	DONE

112	15/04/2014	CP and Ag. CIO should ensure that artisans working in and around RSHQ building display identification tags and are accompanied by a staff.	CP CIO	DONE
113	15/04/2014	The Zebra Coordinator in RSHQ should be instructed to minimize interference in the administration of Zebra ambulances in FCT.	CMRO	DONE
114	15/04/2014	CS should clarify the inclusion of "shall" in the last line of the second stanza of the National Anthem and circulate the correct version to all FRSC Commands and formations.	CS	DONE
115	15/04/2014	The Committee on Review of FRSC Conditions and Schemes of Service should come up with the appropriate nomenclature unique to FRSC to replace Junior Course, Intermediate Course and Advanced Course and present at the meeting of 29 April, 2014.	Ops	DONE
116	15/04/2014	Ag. HOD (F&A) should make input to the Committee on the relevant applicable allowances that would be included in the FRSC Conditions and Schemes of Service.	F&A	DONE
117	29/04/2014	DCM (TSSD) should monitor the compliance of the circular for compilation of list of staff who were yet to have staff (UBA) ID cards and present report in 2 weeks.	TSSD	DONE
118	29/04/2014	DCM (Ops) should look at the possibility of de-emphasizing early submission of report by Field Commands and report action taken at the next meeting.	Ops	DONE
119	29/04/2014	The Committee on Harmonization of RTC Data comprising staff from PRS, SED and CMRS should be replicated in Field Commands.	Ops	DONE
120	29/04/2014	ACM (PRS) should revisit the report of the Committee on the harmonization of RTC data and present at the next meeting.	PRS	DONE
121	29/04/2014	Ag. HOD (SED) should liaise with DCM (AHR) and Ag. HOD (F&A) to confirm the insurance coverage and payment status on the repairs of the FRSC patrol vehicle that crashed at RS7.10 and report at the next meeting.	SED	DONE


122	29/04/2014	Ag. HOD (SED) should rename the Conference Room (No. 323) on the third floor in RSHQ to "Conference Room B" and circulate to Departments and Corps offices	SED	DONE
123	29/04/2014	Ag. HOD (SED) should revisit the report on the creation of emergency exits at RSHQ building, recommend to COMACE for action and update Management at the next meeting.	SED	ON-GOING
124	29/04/2014	CS should convey Management adoption of the Manual on Road Safety Audit and Impact Assessment to the Project Consultant.	CS	DONE
125	03/05/2014	CLA should meet with DCM (MVA) as regards the issue of number plates and drivers licence to finalize the Report on Reviewed NRTR, 2012 and FRSC (Establishment) Act, 2012 for presentation to Management.	MVA CLA	DONE
126	03/05/2014	DCM (Ops) should direct Commands with excess raincoats to release them to RSHQ for redistribution to Commands of need pending procurement.	Ops	DONE
127	03/05/2014	ACM (SMP) should liaise with PSO to fast-track COMACE approval on the proposal for quarterly strategic joint patrol operations by Regular and Special Marshals.	SMP PSO	ON-GOING
128	03/05/2014	ACM (SMP) should liaise with DCM (Ops) to reach out to FRSC partners to support in the procurement of raincoats and other operational kits.	SMP	DONE
129	03/05/2014	Ag. CIO should verify the incident involving a woman arrested with fake NDL in FCT and report to Management at the next meeting.	CIO	DONE
130	03/05/2014	Ag. CIO should get details on the level of cooperation between FRSC and DSS in Ondo State and present at the next meeting.	CIO	DONE
131	03/05/2014	Nodal Officer SERVICOM, should forward detailed information on trained SERVICOM Desk Officers to CS for documentation.	SERVICOM	DONE



132	03/05/2014	DCM (Ops) should make an update on the status of all the new Unit Commands established in 2013 and recommend to COMACE the requirement that would make them fully operative and properly equipped before the activation of the approved new Unit Command.	Ops	DONE
133	03/05/2014	DCM (AHR) and CS should post staff to the approved FRSC out-Stations upgraded to full Unit Commands at Gegu in Kogi State, Bori in Rivers State and Mutum-Biyu in Taraba State.	AHR CS	DONE
134	03/05/2014	DCM (AHR) should consult with the Office of the Head of service on office Practice as regards Filing and Mailing Systems and present report at the next meeting	AHR	DONE
135	06/05/2014	DCM (Ops) should write a position paper for COMACE to FCT Administration and Nasarawa State Government with a holistic approach to the chaotic traffic situation on Nyanya-Mararaba-Masaka road including Area 1 Shopping Complex and Lugbe transit roads.	Ops	DONE
136	06/05/2014	DCM (AHR) should commence the implementation of the Policy on Career Progression for Drivers and Riders and report progress at the next meeting.	TSC	DONE
137	06/05/2014	DCM (AHR) should write a memo to COMACE on the need to recruit more drivers and riders including drivers for articulated vehicles.	AHR	DONE
138	06/05/2014	DCM (AHR) should set up a Special Panel for trial of all disciplinary cases referred to RSHQ within 24 hours on receipt and which must be completed within 5 working days.	AHR	DONE
139	06/05/2014	ACM (SMP) should document all contributions and donations to the Corps under partnership by organizations and individuals.	SMP	DONE
140	06/05/2014	Ag. HOD (SED) should liaise with Ag. HOD (F&A) to revisit the agreement with John Holt for the supply and distribution of consumable spare parts for motor bikes and present at the next meeting.	SED	DONE
141	06/05/2014	Ag. HOD (SED) should work with Ag. HOD (F&A) to review the submissions on maintenance of motor bikes and factor it in monthly allocation.	SED F&A	DONE
142	06/05/2014	CPEO should send out traffic alert to the motoring public as the rainy season has set in.	CPEO	DONE




143	06/05/2014	Ag. CIO should liaise with DCM (AHR) to ensure that all pending disciplinary cases in Field Commands were forwarded to RSHQ on or before 16 May, 2014.	CIO	DONE
144	06/05/2014	CS should compile all pending presentations in bulk and send to members in softy copy to study for deliberations at the next meeting.	CS	DONE
145	06/05/2014	CS should write to Heads of Departments and Corps Officers to avail their Representatives at Management meeting access to the soft copy of minutes of meeting and other documents scheduled for presentation to enable them participate effectively.	CS	DONE
146	06/05/2014	CS should liaise with SACOMACE to upload Career Progression for Drivers and Riders on FRSC website.	CS	DONE
147	06/05/2014	CS should write a circular to Field Commands to forward all pending cases on staff involvement in faking of Drivers Licence and or Vehicle Number Plate and other related offences to RSHQ.	CS	DONE
148	13/05/2014	DCM (MVA) and SACOMACE should consider establishing a Drivers' License Work Station at RS2.27 Agbado after the Command has relocated to Ifo and update Management at the next meeting.	MVA SACOMACE	DONE
149	13/05/2014	A one-page, carefully worded document with attached validated RTC data should be prepared to be delivered at a press conference.	PRS CPEO	DONE
150	13/05/2014	Provision should be made for post reporting of un-reported RTC cases within the reporting week on the e-Dashboard.	SACOMACE	DONE
151	13/05/2014	Ag. HOD (SED) and CA should work out a comprehensive maintenance package for motorbikes, make recommendation to COMACE and update Management at the next meeting.	SED CA	DONE



152	13/05/2014	Ag. HOD (F&A) should verify the information that a Command (not yet in the status of a full Command) was receiving allocation and operating from RS6.11 Eleme Unit Command and report at the next meeting.	F&A	DONE
153	13/05/2014	CS should convey Management approval to DCM (TSSD) as follows: i. FRSC Neck Tie for ceremonial and Service Dresses should bear FRSC logo and in addition, ACC and above should have wreath to encircle the logo. ii. Ceremonial and Service Dresses should carry magnetic detachable Name Tags. iii. The existing system of writing first name in initials on Name Tag should be maintained.	CS	DONE
154	13/05/2014	CS should convey Management decision to DCM (Ops) for approval to relocate 9 Unit Commands as follows: i. RS2.12 Lagos Mainland should relocate to Ikorodu. ii. RS2.110 Ikotun should relocate to Mile 2. iii. RS1.26 Tudun Wada should relocate to Falgore. iv. RS1.27 Wudil should relocate to a befitting office in Wudil. v. RS2.18 Ikeja should be collapsed withh RS2.14 Ogere. vi. RS2.19 Oshodi should be collapsed with RS2.111 Isolo. vii. RS2.27 Agbado should be relocated to Ifo. viii. FRSC Facility at RS2.27 Agbado should be converted to a Drivers' License Work Station. ix. RS12.22 Dikwa should relocate to Ningi in Bauchi State.	CS	DONE

155	13/05/2014	<p>CS should convey Management decision to DCM (Ops) for approval to establish 10 new Unit Commands as follows:</p> <ul style="list-style-type: none"> i. Establish new Unit Command at Bwari in FCT. ii. Establish new Unit Command at Illela in Sokoto State. iii. Establish new Unit Command at Yauri in Kebbi State. iv. Establish new Unit Command at Okpela in Edo State. v. Establish new Unit Command at Isinweke in Imo State. vi. Establish new Unit Command at Abudu in Edo State. vii. Establish new Unit Command at Ajebandele/Onipetesi in Ondo State. viii. Establish new Unit Command at Bichi in Kano State. ix. Establish new Unit Command at Ikot Abasi in Akwa-Ibom State. x. Establish new Unit Command at Efon-Alaaye in Ekiti State. 	CS	DONE
156	13/05/2014	<p>CS should convey Management decision to DCM (Ops) for approval to upgrade 3 FRSC formations immediately to the status of Unit Commands as follows:</p> <ul style="list-style-type: none"> i. Help Area at Gegu, Kogi State should be upgraded to a Unit Command. ii. FRSC Station at Bori Operating from RS6.11 Eleme should be upgraded to a Unit Command. iii. FRSC Out-station at Mutum Biyu in Taraba State should be upgraded to a Unit Command. 	CS	DONE
157	20/05/2014	DCM (Ops) should consider the establishment of a new Unit Command at Mbaise in Imo State.	Ops	DONE
158	20/05/2014	SACOMACE should monitor the activation and use of the Electronic Mail File Tracker by HODs and COS and update Management at the next meeting.	SACOMACE	DONE




159	20/05/2014	Ag. HOD (SED) should create a column on the Crash Analysis Report to reflect the cumulative number of people rescued in the build-up figures and present at the next meeting.	SED	DONE
160	20/05/2014	Ag. HOD (SED) should run an analysis on routes with respect to fatal crashes from Week 1 to 20 and present at the next meeting.	SED	DONE
161	20/05/2014	Ag. HOD (SED) and HPAU should go back to the drawing board and rework the 2012/2013 RTC projection based on the endorsed revalidated data and present at the next meeting.	SED HPAU	DONE
162	20/05/2014	CMRO should liaise with CPEO to ensure proper arrangement and media coverage of the programme on FRSC collaboration with Flying Doctors Nigeria for Air Rescue Simulation at Giri Junction, Gwagwalada and National Hospital, Abuja.	CMRO	DONE
163	20/05/2014	Nodal Officer (SERVICOM) should translate the approved Customer Care Policy to policy Document and upload on FRSC website and report progress at the next meeting.	SERVICOM	DONE
164	20/05/2014	Nodal Officer (SERVICOM) should direct Servicom Desk Officers in all Commands and formations to organize lecture for staff on FRSC Customer Care Policy using the approved Customer Care Policy as a guide.	SERVICOM	DONE
165	20/05/2014	Nodal Officer (SERVICOM) should collate inputs on Complaint/Grievance Redress Mechanism from members, incorporate it in the document and present for deliberation in two weeks.	SERVICOM	DONE
166	27/05/2014	CLA should collate input from Departments, Corps offices and Field Commands on the Reviewed NRTR, 2012 and FRSC (Establishment) Act, 2007 for inclusion in the document for deliberation at the next meeting.	CLA	DONE


167	27/05/2014	Ag. HOD (SED) should warn drivers of staff buses to desist from conveying staff out of the office premises earlier than 1415hrs.	SED	DONE
168	27/05/2014	Ag. HOD (SED) should fast-track the implementation for the enforcement of the Speed Limiter and report progress at the next meeting.	SED	ONGOING
169	27/05/2014	CPEO should make adequate arrangement for press conference in respect of visiting delegates from Ghana on 02 June, 2014.	CPEO	DONE
170	27/05/2014	Ag. HOD (F&A) should include the 3 FRSC Out-Stations at Gegu, Bori and Mutum Biyu upgraded to full Unit Commands in monthly allocation with effect from June, 2014.	F&A	DONE
171	27/05/2014	CS should liaise with CLA to send soft copy of the Reviewed NRTR, 2012 and FRSC (Establishment) Act, 2007 to members to make inputs for deliberation at the next meeting.	CS	DONE
172	27/05/2014	CS to convey Management decision to DCM (Ops) on the approval to relocate Zebra 15 from Kateri to Doka town on Kaduna-Abuja road.	CS	DONE
173	27/05/2014	CP should monitor the compliance of staff attendance to work and closing time and update Management at the next meeting.	CP	DONE
174	27/05/2014	Nodal Officer (SERVICOM) should monitor the compliance of Management directive to HODs and COs to forward input on Complaint/Grievance Redress Mechanism on or before 1200hrs on 28 May, 2014 and report at the next meeting.	SERVICOM	DONE
175	10/06/2014	ACM (PRS) should create a column in the monthly RTC Report to reflect Action Officers for Recommended tasks.	PRS	DONE

176	10/06/2014	ACM (PRS), Ag. HOD (SED), CC Budget, HPAU and CMRO should work as a committee to come up with clear definitions on loss of control, severity index, fatality index as regards RTC data analysis and present report on 24 June, 2014.	PRS, SED Budget PAU CMRO	DONE
177	10/06/2014	ACM (PRS) should make an Executive Summary of the recommendations on the "Flying Vehicles on Nigerian Roads", report and present to COMACE for phase by phase implementation.	PRS	DONE
178	10/06/2014	Ag. HOD (SED) should appoint a Liaison Officer to SON for follow-up on the approval for the implementation of the Speed Limiter and subsequently update COMACE regularly on progress made.	SED	DONE
179	10/06/2014	PSO II should liaise with Ag. CIO to recommend to COMACE the security implications of bringing large number of staff together especially during the Monthly Walking/Jogging Exercise.	PSO II	DONE
180	10/06/2014	Nodal Officer (SERVICOM) should liaise with DCM (AHR) to come up with a policy document on Complaints and Grievance Redress Mechanism in FRSC for deliberation on 24 June, 2014.	SERVICOM	DONE
181	10/06/2014	Ag. CIO should carry out on-the-spot investigation on the contending issues between FRSC and DSS in Ondo State and present report on 24 June, 2014.	CIO	DONE
182	17/06/2014	DCM (AHR) should organize a one-day training on the standard format on numbering/pagination of minutes as agreed by members to clerical staff in RSHQ.	AHR	DONE
183	17/06/2014	DCM (AHR) should reflect the recommendations made by members on the Report of the outcome of 2013 Promotion Exercise and present at the next meeting.	AHR	DONE
184	17/06/2014	SACOMACE and CA should advice Management on the structure to be put in place for proper security of the IT infrastructure to be employed in the management of the new Cooperative and present report on 01 July, 2014.	SACOMACE CA	DONE

185	17/06/2014	CLA should give precedence to FRSC (Establishment) Act, 2007, produce clean copy, involve FRSC external Lawyers to study the document and present at the next meeting.	CLA	DONE
186	17/06/2014	CLA, CS, S/C FCT and a Representative from AHR should work as a Committee to look at the legal structure of the new cooperative and present report on 01 July, 2014.	CLA CS AHR Ops	DONE
187	17/06/2014	ACM (PRS) should reflect the cumulative monthly report (year to-date) in the May, 2014 RTC Report and represent at the next meeting.	PRS	DONE
188	17/06/2014	Ag. HOD (SED) should verify the numbers used as benchmark in the analysis of RTC data in the Weekly Crash Analysis Report and present at the next meeting.	SED	DONE
189	17/06/2014	Ag. HOD (F&A), CPEO, HOS (Pension) and a Representative from CA (Chartered Accountant) should work as a Committee to advice Management on the hiring of an Investment Expert, model the potential assets, liabilities and investment opportunities of the new Cooperative and present report on 01 July, 2014.	F&A CPRO CA AHR	DONE
190	17/06/2014	Ag. HOD (F&A) should write to Field Commands that henceforth, deduction from staff salaries through IPPIS to Cooperatives would no longer be entertained.	F&A	DONE
191	17/06/2014	CC Budget should work with CLA, Ag. HOD (F&A), CA, CIO, Chairmen of the 3 RSHQ Cooperatives including their secretaries, Representatives of MIs and RMAs as a Team for the following task: i. Review the existing Cooperative activities in all FRSC Commands and formations. ii. Study assets and liabilities. iii. Evaluate the current status of members. iv. Develop a road map for successful transition. v. Submit report on 15 July, 2014.	Budget	DONE



192	17/06/2014	<p>CPEO should run an advertisement in the newspapers on the following:</p> <ul style="list-style-type: none"> i. New number plate registration status to-date ii. Number of people applied paid and were captured for new NDL to-date. iii. Crash situation in the country vis-à-vis the category of vehicles (private, commercial). iv. The advert should be done before the close of work on 17 June, 2014. 	CPEO	DONE
193	17/06/2014	CS should liaise with DCM (AHR) to interact with the Head of Establishment at the Office of the Head of Civil Service of the Federation on Career elongation for Junior Staff (RMA cadre) and present report on 01 July, 2014.	CS	DONE
194	18/06/2014	<p>Need to inculcate the curriculum for National Diploma in Paramedics Technology into the FRSC Academy and training school.</p> <p>The Diploma should become one of the criteria for Induction/Promotion of Rescue Workers in the Corps.</p>	TSC CMRO	ONGOING
195	18/06/2014	<p>Collaboration with the Federal ministry of Health to improve the Synergy between the paramedics (that are the first graduates of the scheme) with the FRSC in addressing emergencies.</p> <p>Considering that the First Graduates are currently employed by University of Benin Teaching Hospital, the Corps should continue partnership with the Federal ministry of Health for promoting the synergy with these paramedics.</p>	CMRO	DONE
196	18/06/2014	<p>Collaboration with the Federal Ministry of Health and University Teaching Hospitals Nationwide to train FRSC staff aimed at bettering their already existing knowledge of paramedics.</p> <p>The Corps should revisit the on-going collaboration with the Federal Ministry of Health to ensure that University Teaching Hospitals are partnered for training of FRSC paramedics personnel.</p>	TSC CMRO	ONGOING



197	18/06/2014	Collaboration with the Federal Government and the Federal Ministry of Health in provision of equipment and logistics which will improve the services rendered by paramedics of the Corps and other relevant agencies.	OPS CMRO	ONGOING
198	18/06/2014	FRSC to provide secretariat for committee on RTC reconciliation for quarterly meetings. The Corps should provide secretariat support to the National Committee on Crash Reporting Information System (NACRIS) to enable the committee meet quarterly.	PRS CMRO	DONE
199	18/06/2014	Liaising with other committee members on how best to review reconcile and publish RTC records on a quarterly basis. The FRSC through PRS Departments representative the HOS STATISTICS, being a member of the Committee members on how best to review reconcile and publish RTC records on a quarterly basis.	PRS	DONE
200	18/06/2014	Use of the FRSC portal for Hospital follow-ups for proper record keeping. In line with the World Health Organization (WHO) standard, the Corps should ensure that all Hospitals, States traffic agencies synergized to populate RTC information through the FRSC RTI portal, including uploading details of deaths caused by RTC suspended to be linked to injuries sustained within 30 days after the crash.	OPS SA PRS CMRO PIO PAU	DONE



201	24/06/2014	DCM (Ops) should propose a Mentorship Programme to be organized for prospective Commanding Officers before assuming Command position and present at the next meeting.	Ops
202	24/06/2014	<p>DCM (AHR) should reflect the approved recommendations on the amended Report on the Outcome of 2013 Promotion Exercise as follows:</p> <ol style="list-style-type: none">Marshals that are at the terminal point of their career should be allowed to retire after 35years in service or 60 years of age, which ever come earlier.Any staff who failed promotion examination three (3) consecutive times will be advised to withdraw his services from the Corps by proceeding on three (3) months pre-retirement leave.DCM (AHR) should direct Commanding Officers to try staff adorning inappropriate rank and forward the report of such trial to RSHQ, while Commanding Officers that did not comply with the directive are recalled to RSHQ for appropriate disciplinary action.The Corps should provide rank for decoration of newly promoted staff, while CPRO and FRSC Cooperative should make ranks available for procurement by staff.AHR and CS should release list of promotable staff to CIO for vetting before publication of promotion.Statement of results that is more than five years may not be accepted for purpose of promotion.ARCs - RCs should not hold post in the Sector Command meant for the rank of SRC and CRC, except in acting capacity.Policy on recruitment ratio of Officers to Marshals should not be included on the Corps recruitment policy; rather it should be based on requirement as at the time of recruitment exercise.CS should extract Management's decisions and compile in a compendium.	AHR



203	24/06/2014	DCM (AHR) should confirm the veracity of the information on the suggestion for the scrapping of FRSC at the ongoing Constitutional Conference and brief Management at the next meeting.	AHR	DONE
204	24/06/2014	ACM (SMP) should liaise with DCM (Ops) to solicit the support of FRSC partners in the procurement of raincoats and other operational kits and present report on 22 July, 2014.	SMP	DONE
205	24/06/2014	ACM (PRS) should modify and cite authorities for the definitions of statistical terms used in RTC analysis in the Corps and re-present at the next meeting.	PRS	DONE
206	24/06/2014	Ag. HOD (SED) should liaise with ACM (PRS) and CMRO to verify the numbers used as benchmark in the analysis of RTC in relation to the revalidated data and present report on 22 July, 2014.	SED	DONE
207	24/06/2014	CPEO should update Management on the status of newspaper advertisement as regards the progress on NVIS and NDL production including crash situation in the country, at the next meeting.	CPEO	DONE
208	24/06/2014	Nodal Officer (SERVICOM) should liaise with CPEO to fine-tune the final copy of the FRSC Customer Care Policy and present at the next meeting.	SERVICOM	DONE
209	24/06/2014	Nodal Officer (SERVICOM) should liaise with CPEO to edit the policy document on FRSC complaints and grievance redress mechanism, produce a clean copy and present at the next meeting.	SERVICOM	DONE
210	24/06/2014	SACOMACE and CA should advice Management on the structure to be put in place for proper security of the IT infrastructure to be employed in the management of the new Cooperative and present report at the next meeting.	SACOMACE CA	DONE
211	24/06/2014	CLA, CS, S/C FCT and a Representative from AHR should work as a Committee to look at the legal structure of the new cooperative and present report at the next meeting.	CLA CS AHR Ops	DONE
212	24/06/2014	Ag. HOD (SED) should verify the numbers used as benchmark in the analysis of RTC data in the Weekly Crash Analysis Report and present report on 22 July, 2014.	SED	DONE



213	24/06/2014	CS should liaise with DCM (AHR) to interact with the Head of Establishment at the Office of the Head of Civil Service of the Federation on Career elongation for Junior Staff (RMA cadre) and present report on 01 July, 2014.	CS	DONE
214	24/06/2014	Ag. CIO should carry out on-the-spot investigation on the contending issues between FRSC and DSS in Ondo State and present report at the next meeting.	CIO	DONE
215	23/07/2014	HPIO and HPAU should bring up all pending projects, recommend action and present at the next meeting.	PIO PAU	DONE
216	23/07/2014	CP should forward the names of the four guards, Officers and band members that participated in the farewell parade to DCM (AHR) and CS for commendation.	CP	DONE
217	23/07/2014	DCM (AHR) and CS should write a general appreciation letter to staff that participated in the farewell programme organized for the former COMACE.	AHR CS	DONE
218	23/07/2014	CS should ensure prompt release of all approved pending postings and bring up fresh proposal for ratification at the next meeting.	CS	DONE
219	23/07/2014	PSO II should liaise with the committees on farewell programme organized for the former COMACE and produce report for documentation.	PSO II	DONE
220	23/07/2014	PSO should follow-up the issue of FRSC staff bearing arms to its logical conclusion and update Management at the next meeting.	PSO	DONE
221	23/07/2014	HPAU should circulate soft copy of the presentation on Nigeria Status Report on the Implementation of UN Decade of Action to members of Management.	HPAU	ON-GOING



222	23/07/2014	CPRO should liaise with the Chairman (FRSC Staff Co-operative Society) to ensure that all Officers from the rank of ACC and above have service dress.	CPRO	DONE
223	23/07/2014	SACOMACE should liaise with ACM (PRS) to increase the readers at FRSC Training Institutions.	SACOMACE	DONE
224	23/07/2014	CP, Ag. HOD (SED) and Ag. CIO should provide and ensure security of equipment at the ICT laboratory in RSHQ.	CP SED CIO	DONE
225	23/07/2014	ACM (SMP) should liaise with PSO II and CPRO to redeem the pledge of Ten Million Naira made to FRSC for the purchase of operational materials before the end of work on 25 July, 2014.	SMP	ON-GOING
226	23/07/2014	ACM (SMP) should develop a position paper on review of the Special Marshal strength and present at the next meeting.	SMP	DONE
227	23/07/2014	CS should identify an Officer with the required qualification and post him to FRSC Staff Co-operative Society as Corps Co-operative Officer.	CS	DONE
228	23/07/2014	Ag. HOD (SED) should revisit the issue of creating emergency exit at RSHQ building and update Management at the next meeting.	SED	DONE
229	23/07/2014	ACM (F&A), Ag. HOD (SED) and CC Budget should work out a proposal for phase procurement of staff cars for senior Officers and present at the next meeting.	F&A SED Budget	DONE
230	23/07/2014	Mgt. Rep (ISO) should update Management on the status of Lead Auditors Course at the next meeting.	MR	DONE



231	23/07/2014	CS should post an Officer of the rank of DCC to Project Consultant Office to understudy the process and procedures of the office.	CS	DONE
232	23/07/2014	DCM (AHR) should ensure that all pending disciplinary cases were disposed off before next meeting.	AHR	DONE
233	23/07/2014	DCM (TSSD), SACOMACE, ACM (SMP) and NC (SMP) should work together and update Management on the status of ID card production for Regular and Special Marshals at the next meeting.	TSSD SACOMACE SMP NC	DONE
234	23/07/2014	CS should develop a position paper on the stand of displaying ID card on uniform by staff.	CS	DONE
235	23/07/2014	DCM (Ops), PSO and ACM (F&A) should see COMACE in relation to Sallah Special Patrol.	Ops PSO F&A	DONE
236	23/07/2014	Ag. CIO should develop a position paper on the appraisal and review of surveillance activities and present at the next meeting.	CIO	DONE
237	23/07/2014	CS should post Officers of the ranks of CRC and SRC to the Protocol Office.	CS	ON-GOING
238	23/07/2014	CLA should write a report on number plate cases and present at the next meeting.	CLA	DONE
239	23/07/2014	ACM (SMP) should work with NC (SMP) to develop a position paper on the possibility of training Special Marshals at the expense of the Corps.	SMP	DONE
240	23/07/2014	PSO should fast-track the process for the secondment of FRSC Officers to Sierra Leone and report progress at the next meeting.	PSO	ON-GOING



241	23/07/2014	PSO II should activate the bilateral arrangement as regards road safety with Liberia and present progress report at the next meeting	PSO II	ON-GOING
242	23/07/2014	HPIO should present reports on Half year Review and assessment for the 2 nd Quarter at the next meeting.	PIO	DONE
243	23/07/2014	DCM (TSC), ACM (PRS), PIO and Ag. HOD (SED) should work together and develop a position paper on the standardization of Driving/testing Range by National Council of Works and present at the next meeting.	TSC PRS PIO SED	DONE
244	23/07/2014	CP and Ag. CIO should evaluate the security implication of re-opening the second entrance to the RSHQ building and present report at the next meeting.	CP CIO	DONE
245	23/07/2014	CS should prepare a memo on holding Management meetings on the second working day whenever public holiday falls on Tuesday of the week and present for ratification at the next meeting.	CS	DONE
246	23/07/2014	CS should list all pending Management actions and present as actionable items for disposal at the next meeting.	CS	DONE
247	23/07/2014	DCM (TSC), CAS II and PSO II should liaise with ACM (PRS) and CMDT (FRSC ACAD) to study and harmonise the documents on FRSC Cultures and Traditions and present at the next meeting.	TSC CAS II PSO II	DONE
248	23/07/2014	ACM (PRS) should liaise with DCM (TSC) to present a proposal for holding quarterly COMACE night at the Officers' Mess.	PRS PMC	DONE
249	23/07/2014	CPEO should extract salient issues from the valedictory speeches of the former and present COMACE during the farewell programme and forward to CS.	CPEO	DONE



250	12/08/2014	CS should issue a reminder to Management to ensure that copy of letter going out of the Corps is forwarded to COMACE office, SACOMACE, PSO COMACE, PAU and PIO.	CS	DONE
251	12/08/2014	DCM (TSC) should liaise with DCM (AHR) and CS and come up with a proposal on standard format for staff writing and present at the next meeting.	TSC AHR CS	DONE
252	12/08/2014	CS should send a circular instructing Field Commands to retrieve all abandoned FRSC vehicles from mechanic workshop back to the Commands.	CS	DONE
253	12/08/2014	DCM TSSD should ensure that all pending staff ID cards were produced before 30 August, 2014 deadline.	TSSD	NOT DONE
254	12/08/2014	SACOMACE should raise a memo returning Sports Unit to TSC, MDG to PRS and NRSP back to SMP.	SACOMAC E	DONE
255	12/08/2014	DCM (AHR) and CS should redeploy overstayed staff in Operations Department and replace them with fresh hands.	AHR CS	DONE
256	12/08/2014	CA should carry out audit of all accounts of the Corps from January, 2014 to date and present progress report at the next meeting.	CA	DONE
257	12/08/2014	ACM (PRS) should compile list of senior Officers that have not gone for any course, seminar, or conference abroad and present for necessary action.	PRS	DONE
258	12/08/2014	HPIO should liaise with SACOMACE to arrange overseas trip for CA, ZCO RS5 and HOS (TSS) for their performance at the 2013 assessment.	SACOMAC E PIO	DONE




259	12/08/2014	DCM (AHR) and CS should liaise with CP to ensure that commendation letters are filed in individual files of staff that participated in the former COMACE farewell parade.	AHR CS CP	DONE
260	12/08/2014	ACM (PRS) and HPAU should work towards ensuring that the Corps is allowed to make presentations in International Conference.	PRS PAU	DONE
261	12/08/2014	ACM (PRS) should produce Research Agenda for the Corps and present on or before 09 September, 2014.	PRS	DONE
262	12/08/2014	ACM (PRS) should look into the possibility of the Corps having a professional chair in the University and submit proposal at the next meeting.	PRS	DONE
263	12/08/2014	CS should issue a circular to direct all Officers of the rank of ACC and above to sew their service dress within the next 3 months while the Corps would provide for CRC and below.	CS	DONE
264	12/08/2014	CP should work towards converting the former quarter guard in FRSC Academy at Udi to Police post and submit proposal at the next meeting.	CP	DONE
265	12/08/2014	SACOMACE should to prepare a letter to Inspector General of Police requesting for deployment of Policemen to FRSC Academy at Udi.	SACOMAC E	DONE
266	12/08/2014	CS should convey Management directive to all staff to display staff ID cards on their uniform with effect from 01 September, 2014.	CS	DONE
267	12/08/2014	DCM AHR should deploy 3 female and 2 male Marshals who possess the required physique to Protocol Unit.	AHR	DONE
268	12/08/2014	ACM (PRS) should present the modified version of definition of statistical terms used in RTC at COMACE Conference with Commanding Officers scheduled for Wednesday 20 August, 2014.	PRS	DONE




269	12/08/2014	DCM (Ops) should propose a Mentorship Programme to be organized for prospective Commanding Officers before assuming Command position and present at the next meeting.	Ops	DONE
270	12/08/2014	CPEO should update Management on the status of newspaper advertisement as regards the progress on NVIS and NDL production including crash situation in the country, at the next meeting.	CPEO	DONE
271	12/08/2014	CS should liaise with DCM (AHR) to interact with the Head of Establishment at the Office of the Head of Civil Service of the Federation on Career elongation for Junior Staff (RMA cadre) and present report at the next meeting.	CS	DONE
272	12/08/2014	PSO should liaise with the committees on farewell programme organized for the former COMACE and produce report for documentation.	PSO	DONE
273	12/08/2014	SACOMACE and HPIO should accompany COMACE to solicit for more slots at National Defence College, National Institute for Policy and Strategic Studies, Kuru, Institute for Security Studies, Abuja, Command and Staff College, Jaji, Administrative and Staff College of Nigeria, Lagos.	SACOMACE HPIO	NOT DONE
274	12/08/2014	COSEO should revisit the issue of creating emergency exit at RSHQ building and update Management at the next meeting.	COSEO	ON-GOING
275	12/08/2014	DCM (Ops), ACM (PRS) and HPAU should work together to produce a status report on Accra Declaration, 2007 and present at the next meeting.	Ops PRS PAU	DONE
276	12/08/2014	DCM (TSC), DCM (MVA), ACM (PRS), CAS II, CS and HPIO should work as a Committee to work out the relevance of courses offered at National Institutions to connect with operational requirement of the Corps and present report on 26 August, 2014.	TSC MVA PRS CAS II CS PIO	ON-GOING




277	12/08/2014	CS should ensure that issues on Dashboard activities were deliberated every week during Management meetings.	CS	DONE
278	12/08/2014	DCM (TSSD), DCM (TSC), DCM (AHR) and DCM (Ops) on debt recovery assignment should ensure delivery of result before departing from the place of assignment.	TSSD TSC AHR Ops	DONE
279	12/08/2014	CS should issue warning letter to the Technical Committee on Further Studies for flagrant violation of extant Rules on approval for further studies.	CS	DONE
280	12/08/2014	DCM (TSC) should create a column on the Dashboard to reflect approval granted to staff on further studies to pursue professional courses.	TSC	DONE
	12/08/2014	DCM (TSC) should issue a circular on approval of 1 year for ANAN and 2 years for ICAN professional courses.	TSC	DONE
281	12/08/2014	DCM (TSC) should grant approval for further studies to Marshals intending to study professional courses (ANAN, ICAN, etc); while CS should grant approval for Officers.	TSC CS	DONE
282	12/08/2014	DCM (TSC) should review the submission on "Request for Approval for Further Studies Batch (1) 2014" and present at the next meeting.	TSC	DONE
283	12/08/2014	Members should study the proposal for pulling out ceremony for deserving Officers of the Corps and make input for deliberation at the next meeting.	All	DONE




284	12/08/2014	DCM (TSC) should leverage with National Commission for Nomadic Education for the inclusion into its curriculum, the Safety Tips on the road.	TSC	DONE
285	12/08/2014	SACOMACE should liaise with DCM (Ops) and request RS2.1 Lagos to forward details of vehicles recently donated to FRSC with the view to acknowledging and appreciating the donor.	SACOMACE	DONE
286	12/08/2014	ACM (SMP) should liaise with DCM (Ops) and HPIO to update records on the donations received by FRSC and present at the next meeting.	SMP	DONE
287	12/08/2014	COSEO should update records on vehicles donated to FRSC and present at the next meeting.	COSE	DONE
288	12/08/2014	HPIO should liaise with ACM (SMP), get soft copy of donations received by FRSC and circulate to Field Commands	PIO	DONE
289	12/08/2014	ACM (PRS) should present the briefs on Mid-year Score Card (Jan - Jun '14) and Consensus meeting of 3 rd WHO Global Report on Road Safety at the COMACE Conference with Commanding Officers scheduled for 20 August, 2014.	PRS	DONE
290	12/08/2014	HPAU should liaise with CS to further clarify the process of accelerated promotion to staff.	CS PAU	DONE
291	12/08/2014	COSEO should compile the list of vehicles issued to retired Officers for record update and present at the next meeting.	COSE	DONE
292	12/08/2014	COSEO should issue formal letter of allocation of vehicles to retired senior Officers and copy ACM (F&A) for documentation.	COSE	DONE




293	12/08/2014	CS should ensure that senior Officers are duly cleared before proceeding on retirement.	CS	DONE
294	12/08/2014	CMRO should get detailed report of the incident of armed attack on FRSC Officer and ensure that the affected Officer is given proper treatment.	CMRS	DONE
295	12/08/2014	HPIO should liaise with CS to identify Management staff that did not attend ICDL course and present for further action.	PIO	DONE
296	12/08/2014	COSEO, CIO and CP should work together and come up with a way of improving the security at RSHQ main and second gates.	COSE CIO CP	DONE
297	12/08/2014	DCM (TSSD) CLA, ACM (PRS), SACOMACE, CS, HPIO and HPAU should work as a Committee to invite and interact with Professor Adeleke and Dr Oni as regards chronicling of FRSC from inception	TSSD CLA PRS SACOMCE CS PIO PAU	DONE
298	12/08/2014	SACOMACE should write a letter of appreciation to Director NDLEA for their co-operation especially in the area of arresting of fake number plates toutting/racketeering	SACOMAC E	DONE
299	12/08/2014	DCM (AHR) and CS should conclude the redeployment of staff of NVIS Lagos on health ground before the end of September, 2014.	AHR CS	DONE




300	12/08/2014	CIO should tour all FRSC NVIS centres and ensure that all CCTV installed were activated.	CIO	DONE
301	12/08/2014	DCM (AHR) should liaise with CIO and bring up all inconclusive cases on NDL and number plate for prosecution.	AHR	DONE
302	12/08/2014	SACOMACE should liaise with DCM (AHR) to commence the collation of the list of terminated staff for the process of replacement.	SACOMACE	DONE
303	12/08/2014	ACM (NULS), COSEO and HOU Medical should visit two factories similar to FRSC plant to ascertain the safety mechanism put in place by these factories.	MVA COSEO CMRS	DONE
304	12/08/2014	DCM (TSC) should source for Plant Managers course to be attended by heads of the 3 FRSC Plants and submit proposal to Management.	TSC	DONE
305	12/08/2014	DCM (MVA) should commence working on a medium plan of phasing out the use of ink technology for printing of number plates.	MVA	DONE
306	12/08/2014	CS should redeploy Intelligence and Provost Officers in the 3 FRSC Plants.	CS	DONE
307	12/08/2014	DCM (Ops) should forward to COMACE update of the list of seventeen states that incorporated FRSC into the State Security Council so as to be able to encourage other states to follow suit.	Ops	DONE
308	12/08/2014	CPRO and SACOMACE should liaise with DCM (Ops) to ensure immediate provision of protective wear gears for patrol operatives to prevent contracting Ebola disease during rescue operations.	SACOMACE CPRO	DONE
309	12/08/2014	CS should convene a meeting of Commanding officers with the COMACE, on improving the Corps performance with DCM (Ops), SACOMACE, HPAU and PSO in attendance.	CS	DONE




310	12/08/2014	ACM (F&A) should pay the sum of N200, 000 to organize durbar to Dept of SMP and N50, 000 to Corps Legal Office for being the most improved Dept and Corps office respectively in Half year of 2014. The PIO should also be given the sum of N50, 000.	F&A	DONE
311	12/08/2014	ACM (PRS) and HPAU should Commission a consultant to write a book on "FRSC -The journey so far" for presentation to the public at the next FRSC's anniversary or during the 7th annual lecture series.	PRS PAU	DONE
312	12/08/2014	DCM(AHR) should directs Heads/supervising Officers of FRSC enterprises i.e. National Housing Fund, Flex Housing, Cooperative, Safeline Micro Finance Bank etc to prepare comprehensive briefs reflecting the state of the various engagements on or before 15 August 2014 and interface with COMACE alongside their principal Officers at a date to be communicated soon.	AHR	DONE
313	12/08/2014	COSEO should prepare detailed innovative approach towards quartering of members of the Corps in field Commands (for staff and Commands offices) as well as RSHQ and submit on 02 September, 2014.	COSEN	DONE
315	12/08/2014	DCM (Ops) should liaise with DCM (AHR) to identify Marshal Inspectors that are competent to lead patrol teams.	Ops	DONE
316	12/08/2014	CP and CIO should submit proposals that would enable elimination of or reduction to the minimum, extortion and general indiscipline in the Corps.	CP CIO	DONE
317	12/08/2014	DCM (Ops) and CIO should work a strategic plan on surveillance activities and present to COMACE on or before 19 August, 2014.	Ops CIO	DONE




318	12/08/2014	DCM (AHR) and CS should collate and forward names of deserving staff for accelerated promotion to MPB for further scrutiny on or before 02 September, 2014.	AHR CS	DONE
319	12/08/2014	CPEO should come up with innovations on enlightenment campaigns and present on or before 02 September, 2014.	CPEO	DONE
320	12/08/2014	DCM (Ops) should mentor Zonal Commands on home-grown operational initiatives, to improve road traffic regulations enforcement, compiled initiatives and present to COMACE on or before 02 September, 2014.	Ops	DONE
321	12/08/2014	DCM (AHR) and CS should look critically into leveraging on attainments of staff for development while necessary re-alignment of staff in proportion with Commands status and Officers and Marshals ratio proposed for Managements' consideration.	AHR CS	DONE
322	12/08/2014	DCM (Ops), DCM (SMP) and CMRO should forward a proposal for improved Special Marshals participation in all Corps activities; properly aligned to achieve strategic goals.	Ops SMP CMRS	DONE
323	12/08/2014	ACM (F&A) should release sub-heads of allocation to Field Commands, Departments and Corps Offices while CA should ensure that henceforth, all Officers receive due imprest.	F&A CA	DONE
324	12/08/2014	DCM (Ops) and ACM (F&A) should complete the review of allocation to Commands and the deployment of commands classification latest by end of August, 2014.	Ops F&A	DONE
325	12/08/2014	DCM (Ops) and ACM (F&A) should look into further empowerment of Zonal Heads of Operations and make a submission on or before 02 September, 2014.	Ops	DONE




326	12/08/2014	DCM (Ops), DCM (TSC) and ACM (PRS) should exploit educational institutions as well as security agencies for areas of collaboration for capacity development of all categories of staff vis-a-vis training for RSM, Orderlies, ADCs, drill Instructors administration. Also, new areas of need should be recommended for consideration.	Ops TSC PRS	DONE
327	12/08/2014	DCM (TSC) should ensure speedy conclusion of verification of possible courses for Officers and Marshals in the Armed Forces Command and Staff College, Jaji.	TSC	DONE
328	12/08/2014	With the firm take off of the Officers Mess and FRSC Clinic in Abuja, DCM (AHR) should put appropriate machinery in motion to enable establishment and functionality of Marshal Inspectors' Mess by end of 3 rd Q 2014 and the Road Marshals' by 4 th Q 14.	AHR	ON-GOING
329	12/08/2014	ACM (F&A) should work out payment of the quarterly Zonal Commands ₦1m grant wef 3Q 2014 and forward to COMACE immediately.	F&A	DONE
330	12/08/2014	DCM (AHR), ACM (PRS) and CS should work out annual re-union for senior retired Officers of the Corps, the maiden re-union to hold in 3 rd week 3Q 2014.	AHR PRS CS	DONE
331	12/08/2014	DCM (MVA) and SACOMACE should constantly monitor the need for establishment of new DLCs, relocation of those not viable and make submissions as appropriate while also ensuring that the Plants are properly managed to ensure national security and customers' satisfaction.	MVA SACOMAC E	DONE




332	12/08/2014	DCM (TSC) should inculcate in Basic Courses for the FRSC training institutions, driver's training proficiency. Equally work on batching of Marshals for drivers' training, in the first instance while that of Officers will be at a later date.	TSC	DONE
333	12/08/2014	CPRO should ensure that all pending biddings were concluded on time, including those for furniture, so that all the equipment and materials could be deployed as soon as possible.	CPRO	DONE
334	12/08/2014	CS should liaise with DCM (Ops) to compile list of Unit Commanders in post for four years and above and forward to COMACE for further directives.	CS	DONE
335	12/08/2014	SACOMACE and CPRO should ensure that all outstanding issues regarding FRSC road sign plant were resolved and functional as soon as possible.	SACOMACE CPRO	DONE
336	12/08/2014	SACOMACE and CIO should ensure that all encumbrances relating to ID card issuance were removed and all staff who do not have are issued latest by end of 3Q 2014.	SACOMACE CIO	NOT DONE
337	12/08/2014	DCM (AHR) and CS should ensure that all staff without confirmation of appointment letter are issued same latest by 30 September, 2014.	AHR CS	DONE
338	12/08/2014	CS should ensure that unethical conduct by Senior Officers who interject the Presiding Officers at meetings was viewed very seriously and Officers protesting or rejecting postings would also be dealt with accordingly.	CS	DONE




339	12/08/2014	DCM (Ops) should identify Commands that have not yet received tablet for e-ticketing and recommend action	Ops	DONE
340	12/08/2014	DCM (Ops) should direct Sector Commanders in the state where elections were held to liaise with the state INEC for the release of funds for FRSC participation in election duties.	Ops	DONE
341	12/08/2014	DCM (Ops) should collate reports of non-payment of rent in Field Commands and forward to COMACE for possible action.	Ops	DONE
342	12/08/2014	PSO should ensure immediate activation of the France trip process for training of tow truck drivers and report progress at the next meeting	PSO	DONE
343	12/08/2014	DCM (Ops) should make proposal on the forthcoming Ember Months campaigns and present at the next meeting	Ops	DONE
344	12/08/2014	DCM (Ops) should direct Commanding Officers to ensure full utilization of CUGs and report level of compliance at the next Management meeting.	Ops	DONE
345	12/08/2014	DCM (TSSD) should ensure that Officers undergoing courses in the FRSC Academy are given PIN/Badge upon completion of every stages of the program.	TSSD	DONE
346	12/08/2014	DCM (TSSD) should present the report on FRSC dress Protocols and Awards at the next meeting	TSSD	DONE
347	12/08/2014	DCM (TSSD) should issue a circular directing newly promoted, staff without ID Cards and holders of ID cards without the inscription "STAFF ID CARD" on it, to complete and forward ID card form alongside scanned/photocopy to RSHQ for production of another ID card.	TSSD	DONE
348	12/08/2014	DCM (TSSD) should undertake one day trip to Lagos to resolve all issues relating to ID cards.	TSSD	DONE




349	12/08/2014	DCM (TSC) should make available all the copies of FRSC Publications to PAU and library.	TSC	DONE
350	12/08/2014	DCM (TSC) should liaise with PSO to fine-tune the process of incorporating 10% score from In-house test of understanding into promotion examination marks.	TSC	DONE
351	12/08/2014	DCM (TSC) should work with SACOMACE and CA for the release of all outstanding requests for Training funds and forward to COMACE for approval before the close of work on 01 August, 2014.	TSC SACOMACE CA	DONE
352	12/08/2014	DCM (TSC) should direct ZCO RS1 Kaduna to submit report on FRSC staff undergoing training at NDA on monthly basis.	TSC	DONE
353	12/08/2014	President Mess Committee (PMC) should liaise with DCM (AHR) and CS to identify staff that studied Hotel Management and/or other related courses for immediate deployment to FRSC Officers Mess.	PRS PMC CP	DONE
354	12/08/2014	PMC should approach the Divisional Police Officer in charge of the area where Officers Mess is located for provision of security for the Mess.	PMC	DONE
355	12/08/2014	PMC should ensure that intercom is installed at the Mess critical area for easy communication in times of emergency.	PMC	DONE
356	12/08/2014	The Officers' Mess Committee should initiate business opportunity by providing a provision shop at the mess and a 3-bedroom flat that can be acquired at Nyanya to be used as Marshal's Inspectorate Mess.	PRS PMC	ON-GOING
357	12/08/2014	DCM (AHR) should ensure that all pending disciplinary cases were dispensed off on or before 30 August, 2014 and reports on the proceedings be forwarded to COMACE.	AHR	DONE
358	12/08/2014	DCM (AHR), CLA and SACOMACE should meet COMACE on the issue of amalgamation of all FRSC Cooperative Schemes.	AHR CLA SACOMACE	DONE




359	12/08/2014	DCM (AHR) should upload names of personnel with incomplete records in their files and direct them to send such to RSHQ immediately.	AHR	DONE
360	12/08/2014	ACM (SMP) should design a program on the portal through which data of Special Marshals could be assessed for production of their ID Cards.		DONE
361	12/08/2014	ACM (SMP) should liaise with NC (SMP) on the arrangement for date, and venue for forthcoming Special Marshals National Summit.	SMP	DONE
362	12/08/2014	SACOMACE should prepare a draft letter of invitation to Mr. President who is the Grand Patron as Special Guest to declare the proposed National Summit open.	SACOMAC E	DONE
363	12/08/2014	ACM (PRS) should fast-track the survey on the impact of Speed Breaker using the sample from Wuye, Abuja with maximum reflective caution signs.	PRS	DONE
364	12/08/2014	ACM (PRS) should make a presentation to Management on FRSC Scorecard of Jan-Jun, 2014 before onward presentation to Secretary to the Government of the Federation.	PRS	DONE
365	12/08/2014	DCM (TSC), ACM (PRS) and Ag. HOD (SED) should work together to ensure the smooth take off of MOU signed with FUTO for affiliation of FRSC to run degree courses in FRSC Academy.	TSC PRS SED	DONE
366	12/08/2014	CS should identify and redeploy staff under OOMR and DSS in PRS Department to other Departments and Corps Offices in HQ while, the two Units be scrapped.	CS	DONE
367	12/08/2014	ACM (F&A) should ensure that monthly allocation of N7,000.00 and N5,000.00 be paid to TSOs and DIOs respectively wef September, 2014 as transport fare for collation of data within the Command's jurisdiction.	F&A	DONE




368	12/08/2014	DCM (AHR) and CS should identify female Officer of DRC rank and female Marshal Inspector with background in office Administration to be posted to ROSOWA Secretariat.	AHR CS	DONE
369	12/08/2014	CLA should write a letter to Governors of Katsina, Bayelsa, Ondo and Kogi States soliciting for sponsorship for hosting the 2014 FRSC Lawyers Conference.	CLA	DONE
370	12/08/2014	COSEO should liaise with Project Consultant to harmonize and merge two separate documents produced on Road Safety Audit and impact assessment on or before 15 August, 2014.	COSE	DONE
371	12/08/2014	COSEO should prepare and forward to COMACE a draft proposal for training of 165 Road Safety Audit Officers for onward submission to World Bank for sponsorship.	COSE	DONE
372	12/08/2014	COSEO should ensure that all copies of documents produced by SED should be spiral bound and made available to COMACE.	COSE	DONE
373	12/08/2014	COSEO should put watermark on its reports with inscription " Not to be used for Prosecution " on it before publication.	COSE	DONE
374	12/08/2014	COSEO should produce analysis of the number of patrol vehicles, bikes, ambulances and tow trucks in the Corps and their location.	COSE	DONE
375	12/08/2014	COSEO should design Payment Receipt and Release Note for tow trucks which could be used by all Commands.	COSE	DONE
376	12/08/2014	COSEO should arrange discussions with Honda on maintenance of FRSC motor bikes especially on the provision for the spare parts.	COSE	DONE
377	12/08/2014	COSEO should avail COMACE information relating to location of World Bank and keep track of them.	COSE	DONE
378	12/08/2014	COSEO should ensure that all the three (3) World Bank bikes that crashed in Keffi (1) and Kaduna Road (2) be repaired on or before end of September, 2014.	COSE	ON-GOING




379	12/08/2014	COSEO should provide 2 rooms temporary accommodation for ROSOWA secretariat at Glass Hose, Wuse Zone 7, Abuja to help cut down cost accommodation.	COSE	DONE
380	12/08/2014	CP and Rep of TSC should undertake a day trip to former FRSC Academy Jos to ascertain suitability of the Academy for training of Provost staff	TSC CP	DONE
381	12/08/2014	CP should liaise with AHR and CS for the posting of Provost personnel to all FRSC Commands and formations	CP	DONE
382	12/08/2014	Nodal Officer (SERVICOM) should organize a training programme on service delivery for Provost Staff Corps wide.	SERVICOM	DONE
383	12/08/2014	COSEO should liaise with CPEO on the purchase of utility vehicle for the Corps Public Enlightenment Office.	COSE	ON-GOING
384	12/08/2014	CPEO should ensure that all FRSC publications carry watermarks.	CPEO	DONE
385	12/08/2014	CPRO should present a proposal to management on store/inventory management system.	CPRO	DONE
386	12/08/2014	CPRO should ensure that items meant for Field Commands in the store were distributed to them during the forthcoming strategic session.	CPRO	DONE
387	12/08/2014	CPRO should liaise with COSEO to secure a store for the Corps.	CPRO	DONE
388	12/08/2014	CC Budget should work out modality that would lead to increase in Budgetary allocation to FRSC and present to COMACE on 07 August, 2014.	Budget	DONE
389	12/08/2014	CMRO should identify locations of extricating machines in the Corps for possible redistribution for optimal usage.	CMRS	DONE
400	12/08/2014	CMRO should point out all Zebra Unit locations in the country and present at the next meeting.	CMRS	DONE




401	12/08/2014	CMRO should produce a report on the status of RTC Clinics, Zebra Units and Zonal Clinics make recommendations and present at the next meeting.	CMRS	DONE
402	12/08/2014	CMRO should liaise with CPRO for the procurement of uniform accoutrement for FRSC Medical Staff.	CMRS	DONE
403	12/08/2014	MR (ISO) and HOS (MPD) should work out the cost implication for the training of Zonal and Sector TSOs and submit to COMACE on 05 August, 2014.	MR TSC	DONE
404	12/08/2014	Nodal Officer (SERVICOM) should design a template for the collation of complaints received from Field Commands and present at the next meeting.	SERVICOM	DONE
405	12/08/2014	Nodal Officer (SERVICOM) should prepare a proposal for training of front desk Officers in the Corps.	SERVICOM	DONE
406	12/08/2014	CS should forward a proposal to COMACE on additional funding for the activities of FRSC Board.	CS	DONE
407	26/08/2014	DCM (TSSD) should articulate the FRSC requests to SURE-P and discuss with the Management of SURE-P so that it could be included in their budget.	TSSD	ON-GOING
408	26/08/2014	DCM (TSSD) should enlarge the committee that was set up to work out the modalities of the implementation of FRSC requests to SURE-P to include representatives from SMP and PAU.	TSSD	DONE
409	26/08/2014	DCM (TSC) should work out a proposal for training of drivers of SURE-P vehicles nationwide which is expected to be funded by the Bank of Industry."	TSC	DONE
410	26/08/2014	DCM (TSC) should convey Management approval for further studies to 57 Officers and 56 Marshals for 2013/2014 session and 54 Officers and 136 Marshals for 2014/2015 (Batch 1) academic session.	TSC	DONE




411	26/08/2014	The issue on Marshal Inspectors leading patrol teams should be re-presented for further clarification at the next meeting.	Ops	DONE
412	26/08/2014	ACM (F&A) should re-present the Committee Report on Investment of FRSC Staff Co-operative Funds for further deliberation at the next meeting.	F&A	DONE
413	26/08/2014	CIO should investigate the Facebook account used to dupe the public on fake FRSC recruitment and present report at the next meeting.	CIO	DONE
414	26/08/2014	DCM (AHR) and CS should liaise with CP to ensure that commendation letters are filed in individual files of staff that participated in the former COMACE farewell parade.	AHR CS CP	DONE
415	26/08/2014	ACM (PRS) should produce Research Agenda for the Corps and present on or before 09 September, 2014.	PRS	DONE
416	26/08/2014	CSEO should work towards converting the former quarter guard in FRSC Academy at Udi to Police post and submit proposal at the next meeting.	CSEO	ON-GOING
417	26/08/2014	SACOMACE should prepare a letter to Inspector General of Police requesting for deployment of Policemen to FRSC Academy at Udi.	SACOMAC E	DONE
418	26/08/2014	DCM (Ops) should propose a Mentorship Programme to be organized for prospective Commanding Officers before assuming Command position and present at the next meeting.	Ops	DONE
419	26/08/2014	CSEO, CP and CIO should provide and ensure security of equipment at the ICT laboratory at FRSC Academy, while SACOMACE should prepare a letter for COMACE to Inspector General of Police requesting for deployment of Policemen to the Academy.	CP CSEO CIO	DONE




420	26/08/2014	CS should advise the Technical Committee on Further Studies to desist from flagrant violation of extant Rules on approval for further studies.	CS	DONE
421	26/08/2014	DCM (AHR) should liaise with CIO and bring up all inconclusive cases on NDL and number plate for prosecution.	AHR	DONE
422	26/08/2014	CSEO should prepare detailed innovative approach towards quartering of members of the Corps in field Commands (for staff and Commands offices) as well as RSHQ and submit at the next meeting.	CSEO	DONE
423	26/08/2014	DCM (Ops) and SACOMACE should ensure the speedy deployment of the squad assessment software and update Management accordingly.	Ops SACOMAC E	DONE
424	26/08/2014	DCM (Ops) and DCM (AHR) should work towards identifying all Marshals employed as drivers and riders but who have been deployed in other areas and ensure reversal of the trend as well as ensure that it does not happen again.	Ops AHR	DONE
425	26/08/2014	DCM (Ops) and CMRO should come up with proposals on facilities requiring re-alignment, relocation or establishment of new Unit Commands, Zebra Units and Road Side Clinics, and present to Management from time to time.	Ops CMRS	DONE
426	26/08/2014	DCM (Ops), CAS I, CPRO and CSEO should come up with standard furnishing for all categories of offices in the Corps, including field Commands and present to Management at its next meeting.	Ops AHR CAS I CSEO	DONE
427	26/08/2014	DCM (AHR), CAS II and CS should look critically into leveraging on attainments of staff for development while necessary re-alignment of staff in proportion with Commands status and Officers and Marshals ratio proposed for Managements' consideration.	AHR CAS II CS	DONE




428	26/08/2014	DCM (Ops) and ACM (F&A) should look into further empowerment of Zonal Heads of Operations and make a submission at the next meeting.	Ops F&A	ON-GOING
429	26/08/2014	DCM (AHR) should liaise with ACM (F&A) to ensure that all pending disciplinary cases were dispensed off on or before 30 August, 2014 and reports on the proceedings be forwarded to COMACE.	AHR	DONE
430	26/08/2014	CA should liaise with HPAU and DCM (TSC) on the possibility of organizing a short course on project management to Management team.	CA	DONE
431	26/08/2014	SACOMACE, CSEO, CPRO and CA should constitute a team to verify items in the store and their retention period and report progress at the next meeting.	SACOMAC E CSEO CPRO CA	DONE
432	02/09/2014	HPIO should issue Management directive to Departments, Corps Offices and Field Commands towards preparation for "Ember Months" end of the year patrol operations.	PIO	DONE
433	02/09/2014	PSO should circulate the copy of Mr. President's speech during the launching of NIMC Scheme to members of Management.	PSO	DONE
434	02/09/2014	HPIO should issue a circular requesting Heads of Departments and Corps Officers to submit weekly SITREP latest close of work every Friday.	PIO	DONE
435	02/09/2014	HPIO should ensure that Weekly SITREP were broken down to form part of assessment of Departments, Corps Offices and Field Commands.	PIO	DONE
436	02/09/2014	CS should convey Management decision for adopting the acronym COSEN for Corps Safety Engineering Office.	CS	DONE




437	02/09/2014	CS should request members of Management to give account of their absence during Management meetings and ensure that they are duly represented.	CS	DONE
438	02/09/2014	SA should arrange a training session for Management staff of ACM and above on how to receive visitors and take them on a tour of the Corps facilities.	SACOMAC E	DONE
439	02/09/2014	COSEN should fast-track the meeting of stakeholders on the enforcement of speed limiter and report progress at the next meeting.	COSEN	DONE
440	02/09/2014	SA should forward the status of application of DSSP to COMACE while updating Management at the next meeting.	SACOMAC E	DONE
441	02/09/2014	CS should liaise with CTSO to identify TSOs posted out of Transport Safety Standardization offices Corps wide and recommend action.	CS CTSO	DONE
442	02/09/2014	DCM (TSC), SA, CAS II and CS should work as a Committee to fashion out tenure of staff in specialized units and present progress report at the next meeting.	TSC SACOMAC E CAS II CS	DONE
443	02/09/2014	CPRO and CMRO should ensure that medical personnel in the Corps should appear in their blue beret, and lanyard as approved by Management in FRSC Dress Code as from 01 October, 2014.	CPRO CMRO	DONE
444	02/09/2014	CS should convey Management decision on implementation of Dress Code of medical personnel by 01 October, 2014 to CMRO and CPRO.	CS	DONE
445	02/09/2014	DCM (TSSD) should liaise with CPRO to implement approved Management decision on Dress Code as regards the use of PINS and Badges.	TSSD	DONE




446	02/09/2014	CP should fully implement Management policy on Dress Code in the Corps and report level of compliance at the next meeting.	CP	DONE
447	02/09/2014	ACM (PRS), CS, HPIO and HPAU should meet and study Management Policy not implemented for the last three (3) years and bring to Management by November, 2014.	PRS CS PIO PAU	DONE
448	02/09/2014	HPAU should ensure that staff scheduled for a trip to South Africa for a conference were conveyed to Lagos to obtain their visas.	PAU	DONE
449	02/09/2014	CPRO should liaise with PSO to get details of the operational materials needed to be purchased, follow due process and advertise for the purchase.	CPRO	DONE
450	02/09/2014	DCM (SMP) should liaise with DCM (MVA) and proceed to Delta state on debt recovery assignment.	SMP	DONE
451	02/09/2014	CS should liaise with CLA and issue circular that any staff given approval for further studies must sign an educational bond prior to collection of approval letter.	CS	DONE
452	02/09/2014	CLA should review provisions in the educational bond document, reflect observation made by members and present at the next meeting.	CLA	DONE
453	02/09/2014	CMRO should liaise with DCM (AHR) and CS to facilitate the transition of staff working in exposed hazardous facility and report progress at the next meeting.	CMRO	DONE
454	02/09/2014	COSEN should scout for a 4-bedroom flat in Karu area for the purpose of establishing Marshals' Mess.	COSEN	DONE
455	02/09/2014	SA should propose a 5-man Steering Committee for the establishment of Marshals' Mess to include 3 Marshal Inspectors and 2 Road Marshals for ratification.	SACOMAC E	DONE



456	02/09/2014	DCM (Ops) and COSEN should work together to propose a strategic distribution of FRSC tow trucks to critical locations for effective service.	Ops COSEN	DONE
457	02/09/2014	CIO should fast-track the vetting of intelligence personnel Corps wide and update Management at the next meeting.	CIO	DONE
458	02/09/2014	CPEO should work with Nodal Officer (SERVICOM) to produce a design to reduce the SERVICOM poster to a sticker size for use in FRSC patrol vehicles.	CPEO SERVICOM	DONE
459	02/09/2014	COSEN should ascertain the serviceable status of the FRSC vehicle (Peugeot 406) at Lagos and submit report to COMACE before close of work on 02 September, 2014.	COSEN	DONE
460	02/09/2014	COSEN should ensure that the grounded FRSC ambulances are functional on or before 16 September, 2014.	COSEN	DONE
461	02/09/2014	COSEN should update the status of vehicles in FRSC fleet and present report on 16 September, 2014.	COSEN	DONE
462	02/09/2014	CA should liaise with DCM (Ops) to work out a proposal for financial implication of involving ZHOOPS in Special Patrols and forward to COMACE.	CA	DONE
463	02/09/2014	DCM (Ops) should map out plan of action to deploy the ZHOOPS in Zones RS1 Kaduna, RS5 Benin and RS8 Ilorin along critical corridors for special patrol.	Ops	DONE
464	02/09/2014	DCM (TSC) should refer the Driving School Inspection Manual to MR for final scrutiny and also remind COMACE for provision of the vehicle for DSSP monitoring activities.	TSC	DONE
465	02/09/2014	CPEO should look at the possibility of installing a DVD player to play FRSC jingles in COMACE's Waiting Room.	CPEO	DONE




466	02/09/2014	ACM (PRS) should liaise with Nodal Officer (SERVICOM) to upload the SERVICOM poster on the social media.	PRS SERVICOM	DONE
467	02/09/2014	COSEN should produce a template to be used by Field Commands to direct construction companies to display adequate construction warning signs in construction sites.	COSEN	DONE
468	02/09/2014	CS should issue a circular to Heads of Departments, Corps Officers and Commanding Officers to ensure that staff comply with the directives in posting circular.	CS	DONE
469	02/09/2014	ACM (F&A) should re-present the Committee Report on Investment of FRSC Staff Co-operative Funds for further deliberation at the next meeting.	F&A	DONE
470	02/09/2014	CIO should investigate the Facebook account used to dupe the public on fake FRSC recruitment and present report at the next meeting.	CIO	DONE
471	02/09/2014	DCM (TSC) should liaise with DCM (AHR) and CS and come up with a proposal on standard format for staff writing and present on 19 September, 2014.	TSC AHR CS	DONE
472	02/09/2014	ACM (PRS) should look into the possibility of the Corps having a professional chair in the university and submit proposal at the next meeting.	PRS	DONE
473	02/09/2014	DCM (Ops) should work with CAS I, CAS II, PSO, CPEO and HPIO to bring up a proposal and cost implication for the end of the year patrol activities and submit on or before 30 September, 2014.	Ops	DONE
474	02/09/2014	PSO should liaise with the committees on farewell programme organized for the former COMACE and produce report for documentation.	PSO	DONE




475	02/09/2014	DCM (Ops), CPRO and COSEN should come up with standard furnishing for all categories of offices in the Corps, including field Commands and present to Management at its next meeting.	Ops AHR COSEN	DONE
476	09/09/2014	CS should convey Management directives as follows: a. Senior Officers should ensure that they are punctual to work and must not leave the office without permission while COMACE is still in the office. b. Members of Management should always attend meetings fully dressed in their uniform.	CS	DONE
477	09/09/2014	DCM (AHR) and CS should update COMACE on the staff strength of Nyanya unit command before close of work on 09 September, 2014.	AHR	DONE
478	09/09/2014	CMRO should look at the possibility of establishing a Zebra Unit along Masaka - Mararaba - Nyanya axis and advise Management accordingly.	CMRO	DONE
479	09/09/2014	DCM (Ops) should advise Management on the best measure to be taken to address the traffic situation on Masaka - Mararaba - Nyanya road. Either to establish a new unit command or to strengthen Nyanya Unit Command.	Ops	DONE
480	09/09/2014	CPRO should liaise with ACM (F&A) to procure one thousand reflective jackets on or before 12 September, 2014.	CPRO	DONE


481	09/09/2014	CIO should conduct an environmental impact assessment in the residential area proposed for the establishment of Marshals' Mess at Karu and present report at the next meeting.	CIO	DONE
482	09/09/2014	CPRO and PMC should work out a proposal on the basic requirements for equipment needed to set up the proposed Marshals' Mess and present report at the next meeting.	CPRO CP	ON-GOING
483	09/09/2014	COSEN should ensure that the two FRSC vehicles (Peugeot 406) at RS 9.1 Enugu were repaired and brought to RSHQ for redistribution.	COSEN	ON-GOING
484	09/09/2014	COSEN should provide the status update of all FRSC vehicles auctioned in 2014 and present at the next meeting.	COSEN	DONE
485	09/09/2014	ACM (F&A), COSEN, CA and CIO should work together to ensure that all grounded vehicles retrieved were fixed and back on the road including two pick-ups which should be allocated to FRSC Academy and Training school for driving course.	F&A COSEN CA CIO	DONE
486	09/09/2014	COSEN should make a proposal for the construction of sentry post and guardroom at FRSC Academy, Udi and present at the next meeting.	COSEN	DONE
487	09/09/2014	CLA and CS should find out if the issue on career elongation for RMAs was captured in FRSC Conditions and Schemes of Service and brief COMACE before close of work on 09 September, 2014.	CLA CS	DONE
488	09/09/2014	ACM (F&A) should set up a Monitoring and Evaluation Unit on matter relating to IPPIS processes.	F&A	DONE
489	09/09/2014	DCM (MVA) should co-ordinate the Committee on the implementation of Speed Limiter.	MVA	DONE
490	09/09/2014	DCM (Ops) should give weekly sitrep on intervention patrols currently going on.	Ops	DONE




491	09/09/2014	DCM (Ops) and CIO should document the FRSC properties at Bama, Michika and Mubi and update Management at the next meeting.	Ops CIO	DONE
492	09/09/2014	Reconfigure all the e-Tablets to allow for its use in other roads and corridors without distorting its original performance.	Ops	DONE
493	09/09/2014	Prepare a brief forwarded to Chairman on the implications of the pool of IPAD for replacement of damaged e-Tablet and Chargers.	Ops	DONE
494	09/09/2014	DCM (Ops) should raise a committee to work on the regulation that would guide the handling of the e-Tablets.	Ops	ON-GOING
495	09/09/2014	CLA should work on the offence code and its inclusion in the NRTR and e-Tablets.	CLA	DONE
496	09/09/2014	DCM (Ops) and COSEN should develop a roadmap towards the implementation of Speed Limiters and present on 23 September, 2014 and CAS II should retrieve all Radar guns for re-distribution to areas of need while updating Management at the next meeting.	COSEN CAS II	DONE
497	09/09/2014	DCM (Ops) should convey Management approval to utilize Marshal Inspectors as patrol team leaders and also propose a retreat for Marshal Inspectors as patrol team leaders.	Ops	DONE
498	09/09/2014	DCM (MVA), CAS II, CS, CLA, HPAU, HPIO, and NC (SMP) should work as a Committee to fashion out the modalities for the implementation of issuance of flying ticket and present report at the next meeting.	Ops MVA CASII CS CLA PAU PIO	DONE
499	09/09/2014	DCM (MVA) should work with Puzzles Technologies Limited on identified challenges before implementation.	MVA	DONE




500	09/09/2014	CLA should check if the e-VIT was captured in the MOU signed with Puzzles Technologies Limited and brief Management at the next meeting.	CLA	DONE
501	09/09/2014	DCM (Ops) should issue Management directives to Departments, Corps Offices and Field Commands towards preparation for "Ember Months" end of the year patrol operations.	Ops	DONE
502	09/09/2014	CS should liaise with CTSO to identify TSOs posted out of Transport Safety Standardization Offices Corps wide and recommend action.	CS CTSO	DONE
503	09/09/2014	CPRO and CMRO should ensure that medical personnel in the Corps should appear in their blue beret, and lanyard as approved by Management in FRSC Dress Code as from 01 October, 2014.	CPRO CMRO	DONE
504	09/09/2014	Mgt. Rep (ISO) and HPIO should ensure that the on-going e-APER assessment is concluded on time while Internal System Auditors must be constantly alert to their duties.	MR PIO	DONE
505	09/09/2014	DCM (TSSD) and CIO should ensure that all encumbrances relating to ID card issuance were removed and all staff who do not have are issued latest by end of 3Q 2014.	TSSD CIO	ON-GOING
506	16/09/2014	DCM (AHR) should issue query to those who came late and those who fail to appear for the promotion course as at Friday 18 September, 2014 should be tried.	AHR	DONE
507	16/09/2014	DCM (AHR) and CS should study the handover/takeover notes used in the Field Commands and develop a standard handover/takeover template for the Corps.	AHR CS	DONE
508	16/09/2014	CS should convey the Management commendation to members of the committee on Speed Limiter for the successful execution of stakeholders meeting on Speed Limiter held on 12 September, 2014.	CS	DONE




509	16/09/2014	DCM (Ops) should anchor a meeting with CPEO, PIO, PAU, Nodal Officer (SERVICOM) and Co-ordinator, FRSC Social Media on synergizing their operations and reporting on daily and weekly basis to enhance efficiency.	Ops	DONE
510	16/09/2014	CPEO should sensitize all PE Officers in the Field Commands on projecting the Corp programme in the media always.	CPEO	DONE
511	16/09/2014	DCM (MVA) should find out how many stolen vehicles have been discovered since inception of new vehicle registration scheme, the DIO through whom the discovery was done and action taken on each of the cases.	MVA	DONE
512	16/09/2014	DCM (MVA) should forward a commendation letter to the DIOs concerned and direct all others to be vigilant while handling vehicle registration.	MVA	DONE
513	16/09/2014	CPEO should produce the poster on Speed Limiter and present to Chairman before the flag-off of Speed Limiter Campaign.	CPEO	DONE
514	16/09/2014	CPEO should ensure the resurrection of cartoon and other children related materials on road safety.	CPEO	ON-GOING
515	16/09/2014	All Management staff scheduled for ICDL Training should commence training on Monday 22 September, 2014 while DCM (TSC) should represent Chairman at the Opening Ceremony.	TSC	DONE
516	16/09/2014	DCM (Ops) should co-opt FRSC Social Media Co-ordinator and Nodal Officer in the Committee working on proposal and cost implication for the end of the year patrol activities.	Ops	DONE
517	16/09/2014	PSO should work with DCM (Ops) on the effective distribution of the reflective jacket with 5 reserved for Chairman and 1 each for members of Management.	PSO	DONE




518	16/09/2014	DCM (Ops) should direct all the Commands to ensure that all hands must be on deck and the level of awareness should be increased.	Ops	DONE
519	16/09/2014	SA should work with DCM (Ops), ACM (PRS), CS and COSEN to write a letter to the FCT Minister and Nasarawa State Governor (copy NSA, SGF and Hon. Minister of Works) drawing their attention to the traffic situation on Nyanya-Mararaba-Keffi axis requesting for holistic solution to the traffic problem.	SACOMAC E, Ops, PRS CS COSEN	DONE
520	16/09/2014	COSEN should ensure that all FRSC Ambulances are put on the road before October ending.	COSEN	DONE
521	16/09/2014	CS should convey Management approval for the establishment of a Unit Command to be located within FRSC Wole Soyinka Estate and Zebra 25 at the entrance of the Estate.	Ops CS CMRO	DONE
522	16/09/2014	CPRO and COSEN should bring up a proposal on the procurement of an effective air condition in Chairman's office and conference room.	CPRO COSEN	DONE
523	16/09/2014	DCM (Ops) should communicate the lifting of embargo on the booking of LSV to Field Commands and direct them to organize night patrol for the purpose of arresting vehicles with faulty lights.	Ops	DONE
524	16/09/2014	COSEN should compare the approved SON standard reflective tape with that of WARSO (Ghana).	COSEN	DONE
525	16/09/2014	ACM (PRS) should work with CTSO to fast-track the process on the use of reflective tapes.	PRS CTSO	DONE



526	16/09/2014	DCM (Ops) should incorporate CTSO into stakeholders meeting with tanker drivers.	Ops	DONE
527	16/09/2014	SA should direct IT Officers in the Field Commands to handle the training of the MIs with HND and the retraining of the patrol Officers.	SACOMACE	ON-GOING
528	16/09/2014	ACM (F&A) to meet COMACE for further deliberations on FRSC outstanding rent payment in Field Commands on Wednesday 17 September, 2014.	F&A	DONE
529	16/09/2014	Members of Management should look into the proposal of changing the name of the Department to Planning Research and Statistics Department and come up with their position during next meeting.	All	DONE
530	16/09/2014	CMRO should work with AHR, F&A, CS, and COSEN to set up a clinic at Awka Plant.	CMRO COSEN CS AHR F&A	ON-GOING
531	16/09/2014	SA should work with COSEN and ensure that the Ambulance meant for the Command in Makurdi is repaired and retuned before 30 September, 2014.	SACOMACE COSEN	DONE
532	16/09/2014	COSEN should present the inventory of the chain-saw to Management during the next meeting.	COSEN	DONE
533	16/09/2014	CMRO should work with HPAU and categorize the tow-truck into light, medium and heavy duty.	CMRO	DONE



534	16/09/2014	CMRO should forward copies of the presentation on way forward to SACOMACE and PSO.	CMRO	DONE
535	16/09/2014	COSEN should work on the adjustment of the slope in the passage at the FRSC Medical Centre.	COSEN	DONE
536	16/09/2014	COSEN should assign a driver to CMRO Ambulance.	COSEN	DONE
537	16/09/2014	F&A should consider the recommendation for the payment of NYSC Corpers (Doctors) and effect payment.	F&A	DONE
538	16/09/2014	CMRO should ensure that Corps Optometrist commence understudying the Consultant handling the Eye Test equipment at DLCs.	CMRO	ON-GOING
539	16/09/2014	CLA should activate any clause capable of stopping the renewal of the contract agreement with the Consultant handling eye test equipment at DLCs once the current agreement expires.	CLA	DONE
540	16/09/2014	AHR, CS should commence the process of phasing out Officers as Admin Officers at DLCs and replacing them with Marshal Inspectors.	AHR CS	DONE
541	16/09/2014	CMRO should forward the status of all the medical equipment in the clinic and proposal for repairs of faulty ones to the Chairman.	CMRO	DONE
542	16/09/2014	CMRO should ensure the deployment of all doctors handling adhoc duties and offices back to the clinic for their primary responsibility and be replaced with competent hands before Friday 20 September, 2014.	CMRO	DONE
543	16/09/2014	CS and CMRO should run a search for young Physiotherapist who would be engaged on contract with the option of a permanent employment later.	CS CMRO	DONE
544	16/09/2014	DCM (TSC) should work out the modalities for the mentoring of COs.	TSC	ON-GOING




545	16/09/2014	DCM (TSC) should liaise with the Academy to ensure that all the programmes (Basic, Junior and Intermediate courses) outlined for all the cadres of Officers start running as scheduled from 2015.	TSC	DONE
546	16/09/2014	DCM (TSC) should ensure that Academy streamline the syllabus to contain only course that are relevant and beneficial to the Corps.	TSC	DONE
547	16/09/2014	DCM (TSC) should present an updated report on the on-going course in the Academy to Management on 22 September, 2014.	TSC	DONE
548	16/09/2014	All Departments and Corps Offices should create a Monitoring and Evaluation (M&E) Unit for effective assessment of programmes.	All	DONE
549	16/09/2014	DCM (MVA) should ensure the implementation of the recommendations of the Committee on smooth implementation of flying tickets.	MVA	DONE
550	16/09/2014	CLA should direct FCT Sector Commander to apply for five Magistrates for the purpose of conducting mobile court.	CLA	DONE
551	16/09/2014	SERVICOM should work with ACM (PRS) and CAS II to redesign the sticker on or before Thursday, 18 September, 2014.	PRS CAS II SERVICOM	DONE
552	16/09/2014	CPEO should ensure resuscitation of In-house cartoon.	CPEO	ON-GOING
553	16/09/2014	Prepare a brief forwarded to Chairman on the implications of the pool of IPAD for replacement of damaged e-Tablet and Chargers.	SACOMACE	DONE




554	02/10/2014	SA should write letter to CCs and above as regards compulsory attendance to national assignments.	SACOMACE	Done
555	02/10/2014	DCM (Ops) should address a special parade on the need for commitment and dedication to duty at RS 7.1 FCT command on 03 October, 2014.	Ops	Done
556	02/10/2014	DCM (Ops) should liaise with PSO to identify commands that need reflective jackets and advise COMACE accordingly.	Ops	Done
557	02/10/2014	ACM (SMP) should ascertain the status of all unredeemed pledges/donations made to FRSC and present report at the next meeting.	SMP	Done
558	02/10/2014	Management commended the effort of the exams committee and directed that the Chairman (MPB) should forward names of absentee Officers to DCM (AHR) for disciplinary action.	Ops AHR	Done
559	02/10/2014	DCM (Ops) should write a report on all assault cases of police on FRSC personnel from January till date and forward to IGP.	Ops	Done


560	02/10/2014	DCM (TSC) should propose a short vacation course for UHDL C Eti-Osa to Ghana as a reward for a job well done.	TSC	Done
561	02/10/2014	CS should write a letter of commendation to UHDL C Eti-Osa for job well done.	CS	Done
562	02/10/2014	DCM (Ops) should write a letter to the Bishop at Goshen for support to establish an outpost in the area.	Ops	Done
563	02/10/2014	COSEN should liaise with UC Nyanya, locate an area around Goshen suitable for establishing an outpost and write to Federal Ministry of Works.	COSEN	Done
564	02/10/2014	DCM (AHR) should write to FERMA to assist in establishing an outpost around Goshen.	AHR	Done
565	02/10/2014	ACM (PRS) should prepare a letter for COMACE to NURTW, NARTO, RTEAN, LUBON and other transport unions drawing their attention to WARSO regional directives on the use of retro reflective tapes and other safety gadgets.	PRS	Done




566	02/10/2014	CMRO should liaise with COSEN to put up maintenance teams to include Optometrists and Technicians to handle maintenance and use of eye testing equipment and update Management at the next meeting.	CMRS	Done
567	02/10/2014	DCM (AHR), DCM (MVA), CS, PSO and CIO should work as a committee on deployment of personnel to the 71 proposed DLC work stations and present report on 23 October, 2014.	AHR	Done
568	02/10/2014	DCM (AHR), CS, HPAU and HPIO should look at the current personnel deployment in all FRSC commands and formations; propose optimal staff utilization (emphasis on RSHQ and ZEBRA units) and present report at the next meeting.	AHR CS PAU PIO	On-going
569	02/10/2014	DCM (TSC), ACM (PRS), COSEN and Project Consultant should provide a status report on the syllabus of courses offered at FRSC Academy and present on 16 October, 2014.	TSC COSEN PRS Proj. Con	Done
570	02/10/2014	HPIO should prepare a status update on the creation of Monitoring and Evaluation unit in Departments and Corps Offices and present at the next meeting.	PIO	Done
571	02/10/2014	SA should bring to the notice of Management the functionality and workings of the FRSC SharePoint platform at the next meeting.	SACOMAC E	Done
572	02/10/2014	Nodal Officer (SERVICOM) should liaise with ACM (PRS) to submit proposal for bulk printing of SERVICOM posters.	SERVICOM	Done




573	02/10/2014	DCM (TSC) should liaise with NSCDC in preparation for training of FRSC provost Officers at the NSCDC Academy.	TSC	Done
574	02/10/2014	DCM (AHR) and CS should study the subsisting handover/takeover template, develop it and present for ratification at the next meeting.	AHR CS	Done
575	02/10/2014	CPEO should produce an enlightenment poster on the enforcement of Speed Limiter and present to COMACE before the flag-off of Speed Limiter Campaign.	CPEO	Done
576	02/10/2014	CMRO should present the inventory of the chain-saw to Management at the next meeting.	CMRS	Done
577	02/10/2014	CLA should activate the appropriate clause capable of stopping the renewal of the contract agreement with the Consultant handling eye test equipment at DLCs once the current agreement expires and update Management at the next meeting.	CLA	Done
578	02/10/2014	DCM (AHR) and CS should commence the process of replacing Officers with MIs as Admin Officers at DLCs and report progress at the next meeting.	AHR CS	Done
579	02/10/2014	CMRO should take inventory of all the faulty medical equipment in the clinic and submit proposal for repairs to COMACE.	CMRS	Done
580	02/10/2014	CMRO should liaise with CS to redeploy all Doctors handling adhoc duties in the offices back to the clinic for their primary responsibility and be replaced with competent hands before 20 September, 2014.	CMRS	Done




581	02/10/2014	MR (ISO) should begin preparation for the training of junior Officers (ARCs, DRCs and RCs) on QMS and report progress at the next meeting.	MR	Done
582	02/10/2014	CAS I, CAS II, CS, CA and HOS (salaries) should work as a committee to fashion out the prospects of a central joint account for tow trucks administration and present report at the next meeting.	CAS	Done
583	02/10/2014	DCM (TSC) should liaise with DCM (Ops) to work out the modalities for the mentoring of Commanding Officers.	TSC	Done
584	02/10/2014	DCM (TSC) should liaise with FRSC Academy to ensure that all programmes (Basic, Junior and Intermediate courses) outlined for Officers start running from 2015 and present update at the next meeting.	TSC	Done
585	02/10/2014	DCM (MVA) should ensure that the recommendations of the Committee on smooth implementation of flying tickets were implemented and report progress at the next meeting.	MVA	Done
586	02/10/2014	CLA should direct Sector Commander, RS7.1 FCT to apply for the service of five Magistrates for the purpose of conducting mobile court.	CLA	Done
587	02/10/2014	CPRO and PMC should work out a proposal on the basic requirements for equipment needed to set up the proposed Marshals' Mess and present report at the next meeting.	CPRO CP	On-going




588	02/10/2014	ACM (F&A), COSEN, CA and CIO should work together to ensure that all grounded vehicles retrieved were fixed and put back on the road including two pick-ups which should be allocated to FRSC Academy and Training school for driving course.	F&A COSEN CA CIO	On-going
589	02/10/2014	CLA and CS should find out if the issue on career elongation for RMAs was captured in FRSC Conditions and Schemes of Service and brief COMACE before close of work on 09 September, 2014.	CLA CS	Done
590	02/10/2014	DCM (Ops) should give weekly SITREP on intervention patrols currently going on.	Ops	Done
591	02/10/2014	SA should prepare a brief to COMACE on the implications of the pool of IPAD for replacement of damaged e-Tablet and Chargers.	SACOMAC E	Done
592	02/10/2014	DCM (Ops) and COSEN should develop a roadmap towards the implementation of Speed Limiters and present on 23 September, 2014 while CAS II should retrieve all Radar guns for re-distribution to areas of need while updating Management at the next meeting.	Ops COSEN CAS	Done
593	02/10/2014	CPRO should ensure that medical personnel in the Corps appear in their blue beret, and lanyard as approved by Management in FRSC Dress Code as from 01 October, 2014.	CPRO	Done
594	02/10/2014	ACM (PRS), CS, HPAU and HPIO should meet and study Management Policy not implemented for the last three (3) years and bring to Management by November, 2014.	PRS CS PAU PIO	Not Done




595	02/10/2014	CPRO should liaise with PSO to get details of the operational materials needed to be purchased, follow due process and advertise for the purchase.	CPRO	Done
596	02/10/2014	CMRO should liaise with DCM (AHR) and CS to facilitate the transition of staff working in exposed hazardous facility and report progress at the next meeting.	CMRS	Done
597	02/10/2014	CIO should investigate the activities of FRSC staff in DLCs as connected with the "single purse" arrangement and present report at the next meeting.	CIO	On-going
598	02/10/2014	CPEO should look at the possibility of installing a DVD player to play FRSC jingles in COMACE's Waiting Room.	CPEO	Not Done
599	02/10/2014	DCM (TSSD) should enlarge the committee that was set up to work out the modalities of the implementation of FRSC requests to SURE-P to include representatives from TSC, SMP and PAU.	TSSD	Done
600	02/10/2014	DCM (TSC) should liaise with DCM (AHR) and CS and come up with a proposal on standard format for staff writing and present on 19 September, 2014.	TSC	Done




601	02/10/2014	CPEO should update Management on the status of newspaper advertisement as regards the progress on NVIS and NDL production including crash situation in the country, at the next meeting.	CPEO	Done
602	02/10/2014	DCM (MVA) should commence working on a medium plan of phasing out the use of ink technology for printing of number plates and report progress at the next meeting.	MVA	Done
603	02/10/2014	DCM (Ops) should mentor Zonal Commands on home-grown operational initiatives, to improve road traffic regulations enforcement, compiled initiatives and present to COMACE on or before 16 September, 2014.	Ops	Done
604	02/10/2014	DCM (Ops), ACM (SMP) and CMRO should forward a proposal for improved Special Marshals participation in all Corps activities; properly aligned to achieve strategic goals and update Management at the next meeting.	Ops SMP CMRS	Done
605	02/10/2014	DCM (Ops) and ACM (F&A) should look into further empowerment of Zonal Heads of Operations and make a submission at the next meeting.	Ops F&A	Done
606	02/10/2014	DCM (Ops), DCM (TSC) and ACM (PRS) should exploit educational institutions as well as security agencies for areas of collaboration for capacity development of all categories of staff vis-a-vis training for RSM, Orderlies, ADCs, drill Instructors administration. Also, new areas of need should be recommended for consideration.	Ops TSC PRS	Done




607	02/10/2014	DCM (TSC) should ensure speedy conclusion of verification of possible courses for Officers and Marshals in the Armed Forces Command and Staff College, Jaji and present report at the next meeting.	TSC	Done
608	02/10/2014	CPRO should ensure that all pending biddings were concluded on time, including those for furniture, so that all the equipment and materials could be deployed as soon as possible and present report at the next meeting.	CPRO	On-going
609	02/10/2014	DCM (TSSD) should ensure that all outstanding ID cards are produced on or before 30 September, 2014.	TSSD	Not Done
610	02/10/2014	DCM (AHR) should liaise with ACM (F&A) to ensure that all pending disciplinary cases were dispensed off on or before 30 August, 2014 and reports on the proceedings be forwarded to COMACE.	AHR	Done
611	02/10/2014	DCM (TSSD) should reflect the amendment to report on FRSC Medals and Awards and present at the next meeting.	TSSD	Done
612	02/10/2014	ACM (F&A) should ensure the implementation of the N1,000,000.00 grant to the Zonal Commands and update Management at the next meeting.	F&A	Done




613	02/10/2014	<p>CA should liaise with ACM (F&A) to convey Management approval for the guidelines on the disbursement of N1,000,000.00 grant to the Zones as follows:</p> <ol style="list-style-type: none"> The paragraph specifying "equitable distribution of the grant in accordance with priority need of the Command as agreed by the Zonal Management Committee" should be included alongside the projects to be embarked upon by the Commands. A Zonal Management Committee shall be constituted with ZCO as Chairman, all SCOs as members and ZHAR as Secretary/Member. All Command's request shall be forwarded to ZCO, who in turn will forward same to Zonal Auditor for verification. After Audit verification, the Zonal Management Committee will deliberate and approve as appropriate. The funds shall be disbursed by Zonal Accountant after the Zonal Management Committee's approval. Funds for executed projects are then retired and forwarded to Zonal Auditor for confirmation/verification and such retirements are forwarded to COMACE attention Corps Auditor for clearance to expend the next grant. The Zonal Management Committee must meet within one week of receipt of the grant quarterly to deliberate and approve projects forwarded by all tiers of the Command (Zone, Sector and Units). 	CA	Done
614	02/10/2014	PSO should produce the status of all World Bank patrol vehicles and mounted gadgets and present report at the next meeting.	PSO	Done




615	02/10/2014	CS should convey the approval for the removal of ACC as the terminal rank for converted Officers.	CS	Done
616	02/10/2014	HPAU should collate input from members, reflect the observation made on the Policy Thrust document and present at the next meeting.	PAU	Done
617	13/10/2014	CLA should work with TSC to re-draft the terms and conditions as regards sponsorship in the FRSC Educational Policy, 2010 and present at the next meeting.	TSC CLA	On-going
618	13/10/2014	DCM (Ops) should give directives for the conduct of special patrol operation on Imoke - Ido - Efon-Alaye corridor with effect from 20 October, 2014.	Ops	Done
619	13/10/2014	DCM (Ops) should liaise with DCM (AHR) and CIO to identify Commands that did not properly utilize money meant for fueling of patrol vehicles and apply appropriate disciplinary action.	Ops	Done
620	13/10/2014	DCM (Ops) should present a proposal for the establishment of Uromi Unit Command as approved by Management subject to availability of office and residential accommodation.	Ops	Done
621	13/10/2014	DCM (Ops) should reflect the inputs of members in the approved review of Commands assessment report.	Ops	Done
622	13/10/2014	The Committee on Disengagement Ceremony for Retiring Officers of the Corps should fine-tune the report and represent for adoption at the next meeting.	Ops	Done




623	13/10/2014	DCM (AHR), DCM (TSSD) and HPIO should design a time table and propose dates suitable to conduct retreats and durbars and present at the next meeting.	AHR TSSD PIO	Done
624	13/10/2014	DCM (AHR) should conduct personnel audit of Marshals at RS7.13 Nyanya and present report at the next meeting.	AHR	Done
625	13/10/2014	DCM (AHR), CAS I, CAS II, ACM (F&A) and COSEN should come up with a policy to review the process of attaching drivers to important personalities and brief Management at the next meeting.	AHR CAS F&A COSEN	Done
626	13/10/2014	DCM (AHR) should compile all disciplinary cases that have three major entries awarded within one calendar year and recommend appropriate action to COMACE.	AHR	Done
627	13/10/2014	DCM (AHR) and CS should liaise with CP and CIO to design a template for staff physical head count to be conducted by all FRSC Commands and formations and present report on 28 October, 2014.	AHR CS	Done
628	13/10/2014	DCM (AHR) and CS should liaise with DCM (Ops) and arrange for collation of information on staff disposition from Commanding Officers by RSHQ staff going for end of year patrol.	AHR CS	Done
629	13/10/2014	DCM (AHR) should convert the report on FRSC staff mortality to a research material and forward to ACM (PRS) for research purpose.	AHR	Done
630	13/10/2014	DCM (AHR) should send invitation cards to the retired DCMs and ACMs and notify them on arrival date scheduled for 31 Oct, 2014	AHR	Done




631	13/10/2014	SACOMACE should compile and forward to DCM (AHR) list of supervisors that did not complete the staff assessment in 2013 APER for disciplinary action.	AHR SACOMACE	Done
632	13/10/2014	DCM (TSSD) should reflect all the observations made to the document on FRSC dress code and protocol, merge it with that of Medals and Awards pass it through MR for scrutiny and present on 28 October, 2014.	TSSD MR	Done
633	13/10/2014	DCM (MVA) should fine tune MVA activities as regards NDL and NVIS production and report positive service improvement to Management at the next meeting.	MVA	Done
634	13/10/2014	SA should advise members of Management to invest heavily in their health and cultivate the habit of attending all physical fitness programmes which include Wednesday games.	SACOMACE	Done
635	13/10/2014	SA should direct protocol to follow-up with the invitation of dignitaries to the graduation ceremony of the first batch of World Bank Capacity Training Course participants at FRSC Academy and update Management at the next meeting.	SACOMACE	Done
636	13/10/2014	SA should patronize the FRSC staff Multipurpose Cooperative Society for CUG phones while making arrangement to provide CUG lines to the newly established DLCs and Unit Commands	SACOMACE	Done
637	13/10/2014	SACOMACE should raise a memo to F&A to release the sum of ₦200,000.00 and ₦150,000.00 to DCM (AHR) and CS respectively for the coordination of physical head count by Commanding Officers.	SACOMACE	Done




638	13/10/2014	SA should verify the status of all revalidated contracts and Present report to COMACE.	SACOMAC E	Done
639	13/10/2014	ACM (PRS), SA, ACM (F&A), CPRO, HPAU, HPIO and CA should work as a Committee to study the package on System Application Product (SAP) have interface with Hartford Green Consultant and advise Management accordingly.	PRS	Done
640	13/10/2014	Management adopted the proposal for Research Agenda with the modifications in principle and directed that ACM (PRS) should build on it and re-present on 28 October, 2014.	PRS	Done
641	13/10/2014	CPRO should see COMACE on 14 October, 2014 at 0900hrs as regards the issue of vacation notice served by the Federal Character Commission.	CPRO	Done
642	13/10/2014	COSEN should get details, compile list of the bad roads condition and present to COMACE.	COSEN	Done
643	13/10/2014	COSEN should produce the directory of drivers attached to retired DCMs and ACMs including important personalities and present at the next meeting.	COSEN	Done
644	13/10/2014	COSEN should explore all available options and present a proposal for training of staff on Road Safety Audit and submit at the next meeting.	COSEN	Done
645	13/10/2014	COSEN should look at the observation of members on provision of pedestrian walkways around RSHQ building and advise Management accordingly.	COSEN	Done




646	13/10/2014	CTSO should release administrative instruction for the conduct of 2013 Fleet Operators' Certification Exercise scheduled to commence on 20 October, 2014.	CTSO	Done
647	13/10/2014	HPIO should send out circular for strategic session to be held on recommended date.	PIO	Done
648	13/10/2014	CMRO should liaise with DCM (TSC) and CS to organize health talk on Stress Management to members of Management.	CMRS	Done
649	13/10/2014	CMRO should look at the option of refilling first-aid packs with medical items and recommend action to COMACE while updating Management at the next meeting.	CMRS	Done
650	13/10/2014	CMRO should write circular to Field Commands to organize health talk to all staff and monitor compliance.	CMRS	Done
651	13/10/2014	CIO should revisit the case of the Unit Commander who impregnated a Marshal and update COMACE accordingly.	CIO	Done
652	13/10/2014	CPEO should liaise with COSEN to identify and prepare a suitable practice area for FRSC Band.	CPEO	Done
653	13/10/2014	CS should release the approved promotion of Drivers and RMAs who sat and passed the 2014 COMPRO exams.	CS	Done
654	13/10/2014	CS should write a letter of commendation to the Unit Commander of RS8.37 Okene for a job well done.	CS	Done
655	13/10/2014	CS and CMRO should work towards improving the quality of tea and snacks served to members during Management meetings and show evidence at the next meeting.	CS CMRO	Done




656	13/10/2014	DCM (Ops), CPEO, HPIO, HPAU, Nodal Officer (SERVICOM) and Coordinator (FRSC Social Media) should meet to synergize mode of operations and reporting system while updating Management at the next meeting.	Ops	Done
657	13/10/2014	DCM (Ops) should give weekly SITREP on intervention patrols currently going on.	Ops	Done
658	13/10/2014	DCM (Ops) should constitute a committee to work on the regulation that would guide the handling of e-Tablets.	Ops	Done
659	13/10/2014	DCM (Ops) and COSEN should work together to propose a strategic distribution of FRSC tow trucks to critical locations for effective service.	Ops COSEN	Done
660	13/10/2014	DCM (AHR), CS, HPAU and HPIO should look at the current personnel deployment in all FRSC commands and formations; propose optimal staff utilization (emphasis on RSHQ and ZEBRA units) and present report at the next meeting.	AHR CS PAU PIO	Done
661	13/10/2014	CAS II and PSO should retrieve all radar guns for re-distribution to areas of need while updating Management at the next meeting.	CAS PSO	Done
662	13/10/2014	SACOMACE should make a proposal for the provision of a box telephone line in all the duty offices in all the Field Commands.	SA	On-going
663	13/10/2014	MR (ISO) should begin preparation for the training of junior Officers (ARCs, DRCs and RCs) on QMS and report progress at the next meeting.	MR	Done




664	13/10/2014	HPIO should prepare a status update on the creation of Monitoring and Evaluation Unit in Departments and Corps Offices and present at the next meeting.	PIO	Done
665	13/10/2014	CS should liaise with CMRO to redeploy all Doctors handling adhoc duties in the offices back to the clinic for their primary responsibility and be replaced with competent hands before 20 September, 2014.	CS	Done
666	21/10/2014	CS should write circular to all FRSC Commands and formations to include the Review of FRSC Corporate Strategic Goals as the third item in the Agenda of their management meetings.	CS	Done
667	21/10/2014	CPRO and COSEN should show remorse and write an apology letter to Management for the role they played in the show of shame with Federal Character Commission as regards eviction notice.	CPRO COSEN	Done
668	21/10/2014	DCM (AHR) should request for explanation from the Head of Protocol Unit for dereliction of duty.	AHR	Done
669	21/10/2014	Management Rep (ISO) should ensure that Officers of appropriate ranks were appointed to head Monitoring and Evaluating units in Departments and Corps Offices and report compliance at the next meeting.	MR	Done
670	21/10/2014	DCM (TSC) and DCM (TSSD) should make presentation to management on the type and proper use of FRSC branded T-shirts by the public.	TSC TSSD	On-going



671	21/10/2014	The Chairman, Management Promotion Board should ensure that the 2014 Promotion Exercise is concluded on or before 04 November, 2014.	Ops	Done
672	21/10/2014	CP should write to members of Management to desist from making use of phones during Management meetings with the exception of CIO and CP.	CP	Done
673	21/10/2014	DCM (MVA) should write to Field Commands to ascertain the use of vehicle number plate registered to "Peace Ambassadors" and Government number plates by unbundled Government Parastatals.	MVA	Done
674	21/10/2014	DCM (TSC), ACM (SMP), CS and project Consultant should work as a Committee to do a holistic review of the FRSC Education policy, 2010 and present on 04 November, 2014.	TSC	On-going
675	21/10/2014	DCM (TSSD), Rep. of DCM (AHR), CIO, CP and NPROT should work as a Committee of the Reunion of Retired DCMs and ACMs, roll out a programme for the event and present to COMACE before close of work on 22 October, 2014.	TSSD	Done
676	21/10/2014	DCM (TSSD) should liaise with ACM (SMP) to arrange and organize a dinner meeting to host the Managing Director of NLNG Ltd.	TSSD	Done
677	21/10/2014	CPRO should constitute a committee to be headed by HOU (Stores) to activate the process of disposing used and unserviceable items in the store and present report at the next meeting.	CPRO	Done




678	21/10/2014	CS should convey Management decision that no staff is exempted from completing the Annual Performance Evaluation Report (APER) form.	CS	Not Done
679	21/10/2014	CS should develop a roster to schedule members of Management to go for their 2014 annual leave not exceeding two weeks.	CS	Done
680	21/10/2014	CS should write to CLA to verify the status of all court cases lost by FRSC to-date and present at the next meeting.	CS	Done
681	21/10/2014	DCM (MVA) should fast-track the installation of the signage equipment and the training.	MVA	Done
682	21/10/2014	DCM (MVA), ACM (F&A), CC Budget and CA should liaise with CLA to look at the prospects of marketing the signage equipment as a business enterprise in relation to FRSC Financial Policy and present report on 11 November, 2014.	MVA	Done
683	21/10/2014	CS should make necessary amendments to the approved Harmonized Template for Handing Over Notes and circulate it for use in the Corps.	CS	Done
684	21/10/2014	ACM (SMP) should leverage on the e-Ticketing training scheduled for Marshal Inspectors in the Field Commands for training of Special Marshals.	SMP	On-going
685	21/10/2014	DCM (Ops) and ACM (F&A) should synergise on the re-alignment of the financial resources as approved and regularly effect changes as they arise.	Ops F&A	Done




686	21/10/2014	COSEN should fix the electrical problem of the Benin Toll Gate Command Ambulance and update Management at the next meeting.	COSEN	Done
687	21/10/2014	SA should liaise with DCM (Ops) to keep the details of the updated template of assault cases being compiled by the Operations Department.	SACOMAC E	Done
688	21/10/2014	CA should make a presentation on lessons learnt from the course he attended at Colorado and present at the next meeting.	CA	Done
689	21/10/2014	COSEN should sort it out with FHA as regards the issue of proposed demolition of the FRSC Officers' Mess and update COMACE accordingly.	COSEN	Done
690	21/10/2014	CLA should take custody of all the title deeds of FRSC properties and put them in a fire-proof safe.	CLA	Done
691	21/10/2014	SA should liaise with CLA to get the details of FRSC land at Ilorin from the ZCO and update COMACE accordingly.	SACOMAC E CLA	Done
692	21/10/2014	DCM (Ops) informed members that preparation for end of the year patrol was on-going.	SACOMAC E AHR	Done
693	21/10/2014	DCM (Ops) should be prepared to brief Management on the focus of the end of the year patrol on 18 November, 2014.	Ops	Done
694	21/10/2014	CAS II, SA, ACM (F&A), COSEN and Rep. of AHR should come up with a policy to review the process of attaching drivers to important personalities and brief Management at the next meeting.	AHR	Done
695	21/10/2014	Management adopted the proposal for Research Agenda with the modifications in principle and directed that ACM (PRS) should build on it and re-present on 28 October, 2014.	PRS	Done


696	21/10/2014	DCM (TSC) should liaise with DCM (AHR) and CS and come up with a proposal on standard format for staff writing and present on 19 September, 2014.	TSC	Done
697	21/10/2014	DCM (TSC), ACM (PRS), COSEN and Project Consultant should provide a status report on the syllabus of courses offered at FRSC Academy and present on 16 October, 2014.	TSC	Done
698	21/10/2014	DCM (Ops), CPEO, HPIO, HPAU, Nodal Officer (SERVICOM) and Coordinator (FRSC Social Media) should meet to synergize mode of operations and reporting system while updating Management at the next meeting.	Ops	Done
699	21/10/2014	DCM (AHR), CS, HPAU and HPIO should look at the current personnel deployment in all FRSC commands and formations; propose optimal staff utilization (emphasis on RSHQ and ZEBRA Units) and present report at the next meeting.	AHR	On-going
700	21/10/2014	DCM (MVA), DCM (AHR), CS, PSO and CIO should work as a committee on deployment of personnel to the 71 proposed DLC work stations and present report on 23 October, 2014.	MVA	Done
701	21/10/2014	CAS II and PSO should retrieve all radar guns for re-distribution to areas of need while updating Management at the next meeting.	CAS PSO	Done
702	21/10/2014	PSO should work out strategies for the distribution of the Radar guns and Metro Counters donated by NLNG Ltd.	PSO	Done




703	21/10/2014	ACM (F&A), COSEN, CA and CIO should work together to ensure that all grounded vehicles retrieved were fixed and put back on the road including two pick-ups which should be allocated to FRSC Academy and Training school for driving course.	F&A	Done
704	21/10/2014	SA should coordinate the retainership issues in respect of FRSC external solicitors and update Management at the next meeting.	SACOMAC E	Done
705	21/10/2014	Mgt. Rep (ISO) and HPIO should ensure that the on-going e-APER assessment is concluded on time while Internal System Auditors must be constantly alert to their duties and present status report at the next meeting.	MR PIO	Done
706	21/10/2014	CPEO should ensure that in-house cartoon was resuscitated and update Management at the next meeting.	CPEO	Done
707	21/10/2014	CPEO should roll out publicity plans in respect of the graduation ceremony of the first batch of World Bank Capacity Building Course participants at FRSC Academy, Udi.	CPEO	Done
708	11/11/2014	SA should write to Heads of Departments, Corps Officers, Heads of Special Units and Commanding Officers to ensure that SOPs were strictly followed in organizing events.	SACOMAC E	Done
709	11/11/2014	DCM (AHR) and ACM (F&A) should study the "Offer of housing units for sale" presented by FHA and advise Management at the next meeting.	AHR F&A	Done
710	11/11/2014	CS, ACM (F&A) and CA should liaise with CLA to produce 100 spiral bound copies of the compendium of cases involving FRSC for circulation.	CS F&A CA	Done



711	11/11/2014	CPRO should get direct quotation on flat screen television sets from LG and Samsung Electronics and submit report to COMACE.	CPRO	Done
712	11/11/2014	COSEN should make a proposal for the provision of Satellite Network to the Offices of HODs and COs and present at the next meeting.	COSEN	Done
713	11/11/2014	SACOMACE should schedule consultants from Precision Network Ltd for an interface with COMACE before Friday 14 Nov, 2014.	SACOMAC E	Done
714	11/11/2014	CS should convey Management directive to Commandant FRSC Academy to conduct a research on the use of a decoy by the Corps.	CS	Done
175	11/11/2014	CS and HPAU should schedule Management members who were privileged to attend overseas programs for a 15minutes presentation on lesson learnt.	CS PAU	Done
716	11/11/2014	DCM (AHR) should work with HPAU and HPIO to redesign the clearance form meant for staff disengaging from service.	AHR HPAU PIO	Done
717	11/11/2014	SA should take an inventory of all CUG phones and lines and present status update at the next meeting.	SACOMAC E	Done
718	11/11/2014	COSEN should take inventory of the tracking network of all FRSC vehicles and present report at the next meeting.	COSEN	Done
719	11/11/2014	DCM (Ops) should work with CP and CIO to fine tune the programme on 2014 RTC victims remembrance day in view of the security situation in the Country.	Ops	Done




720	11/11/2014	DCM (MVA), ACM (SMP), CIO and CP should work as a committee to review the conduct of Monthly Walking and Jogging exercise with security situation in view.	MVA	Done
721	11/11/2014	CIO should carry out a full investigation on the alleged used of Whatsapp as FRSC family domain to talk ill of the Government and present report at the next meeting.	CIO	Done
722	11/11/2014	CS should make necessary amendments to the approved Harmonized Template for Handing Over Notes and circulate it for use in the Corps.	CS	Done
723	11/11/2014	SA should activate the scanning of all the title deeds of FRSC properties and save them in the cloud.	SACOMAC E	Done
724	11/11/2014	SA should patronize the FRSC staff Multipurpose Cooperative Society for CUG phones while making arrangement to provide CUG lines to the newly established DLCs and Unit Commands	SACOMAC E	Done
725	11/11/2014	CPEO should liaise with COSEN to identify and prepare a suitable practice area for FRSC Band.	CPEO	Done
726	11/11/2014	DCM (Ops) and COSEN should work together to propose a strategic distribution of FRSC tow trucks to critical locations for effective service.	Ops COSEN	Done
727	11/11/2014	CAS II and PSO should retrieve all radar guns for re-distribution to areas of need while updating Management at the next meeting.	CAS PSO	Done
728	11/11/2014	ACM (PRS) should ensure adequate preparation for the FRSC Annual lecture and report progress on 16 October, 2014.	PRS	Done




729	11/11/2014	ACM (F&A), COSEN, CA and CIO should work together to ensure that all grounded vehicles retrieved were fixed and put back on the road including two pick-ups which should be allocated to FRSC Academy and Training school for driving course.	F&A	Done
730	11/11/2014	CLA should coordinate the retainership issues in respect of FRSC external solicitors and update Management at the next meeting.	CLA	Done
731	11/11/2014	CPRO should ensure that medical personnel in the Corps appear in their blue beret, and lanyard as approved by Management in FRSC Dress Code as from 01 October, 2014.	CPRO	Done
732	11/11/2014	CPEO should ensure that in-house cartoon was resuscitated and update Management at the next meeting.	CPEO	Done
733	25/11/2014	DCM (AHR), CS and SA should meet and come up with a proposal on the best ways to track mails.	AHR CS SACOMAC E	Done
734	25/11/2014	DCM (AHR), CAS, CS and SA should meet COMACE and discuss the proposal on staff redistribution from Commands in security affected towns (Dikwa, Bama, Potiskum, Azare) to neighboring Commands for optimum utilization and report action taken at the next meeting.	AHR	Done
735	25/11/2014	DCM (AHR), CS and SA should come up with a proposal on the importance of confidentiality and classification of mails and present report at the next meeting.	AHR CS SACOMAC E	Done


736	25/11/2014	DCM (TSSD), DCM (TSC), ACM (F&A), CAS, SA and HPAU should study the presentation on 1 st FRSC Sports Festival, and advice Management on 09 December, 2014.	TSSD	On-going
737	25/11/2014	DCM (TSSD) should represent the proposed FRSC branded T-shirts meant for non-staff for final decision at the next meeting.	TSSD	On-going
738	25/11/2014	DCM (MVA), SA, CIO and HPIO should study the presentation on National Address Verification System through NDL Express Delivery, make recommendation and present on 09 December, 2014.	MVA	On-going
739	25/11/2014	SA should work with CIO to confirm the status of the FRSC vehicle tracked outside the country near Cameroun and update Management at the next meeting..	SACOMAC E CIO	Done
740	25/11/2014	SA and PSO should discuss with COMACE on the ratio of Officers/Marshals to be sent for the special training with Nigerian Army.	SACOMAC E PSO	Done
741	25/11/2014	CMRO should liaise with ACM (F&A) and CPRO to produce pamphlets on NHIS Scheme for distribution to staff.	CMRO	Done
742	25/11/2014	CMRO should liaise with SA to circulate the soft copy of NHIS Scheme to staff through the FRSC website.	CMRO	Done
743	25/11/2014	CPRO should constitute a committee to be headed by HOU (Stores) to activate the process of disposing used and unserviceable items in the store and present report at the next meeting.	CPRO	Done
744	25/11/2014	ACM (PRS), Rep DCM (Ops), CLA, HPAU, HPIO and Project Consultant should work with the Emerald Petlits Limited Representatives towards the workability of the system to suit the operation of the Corps and report to Management on 04 November, 2014.	PRS	Done




745	25/11/2014	DCM (MVA) should find out the number of stolen vehicles discovered through the new vehicle registration scheme, the Desk Officers responsible for the discovery, action taken on each of the cases and present report at the next meeting.	MVA	Done
746	25/11/2014	DCM (MVA) should work with Puzzles Technologies Limited on identified challenges before implementation.	MVA	Done
747	02/12/2014	CS should make reference to previous circulars soliciting for posting and rumour mongering and warn staff to desist from such acts.	CS	Done
748	02/12/2014	DCM (TSSD) should work with FRSC Cooperative Society as regards production and sale of the items to interested buyers (staff).	TSSD	Done




749	02/12/2014	COSEN and Representative of AHR should discuss the officer housing units for sale of FHA and present report to Management at the next meeting.	COSEN	Done
750	02/12/2014	COSEN should hasten moves to find suitable place to establish Marshals' mess and report progress at the next meeting.	COSEN	Done
752	02/12/2014	CS should take immediate custody of all used recruitment forms in the store.	CS	Done
753	02/12/2014	CS should develop a roster to schedule members of Management to go for their 2014 annual leave not exceeding two weeks.	CS	Done
754	02/12/2014	Following the presentation and comments by members, Management directed the Committee that screened the company to negotiate the cost implication of the Body and Car Cameras and brief COMACE accordingly.	Screening Committee	On-going
755	02/12/2014	Following the presentation and comments, Management directed DCM (AHR) to effect the corrections and submit the corrected copy of the forms at the next meeting	AHR	Done
756	02/12/2014	DCM (TSSD) should write a memo to Command that Quarterly Durbar should be sustained in all Commands and formations.	TSSD	Done
757	02/12/2014	DCM (TSSD) should direct Command to send report on retreat to DCM (TSSD) and that of Durbar to HPIO.	TSSD	Done
758	02/12/2014	HPIO to issue fresh guidelines on retreat.	HPIO	Done



759	02/12/2014	ACM (PRS) should submit the cost implication of training of DIOs to COMACE.	PRS	Done
760	02/12/2014	DCM (MVA) and ACM (PRS) should determine the requirement needed for FRSC driver's license to be recognized internationally.	MVA, PRS	Done
761	02/12/2014	CLA should work towards ensuring that provision should be made in FRSC Act amendments to include categorization of drivers Blood Alcohol Content (BAC) permissible limits.	CLA	Done
762	02/12/2014	ACM (PRS) should present the recommendations of the workshop to WARSO for its adoption.	PRS	Done
763	02/12/2014	ACM (PRS) should ensure that all reports of international workshops after adoption by Management should be published on FRSC website.	PRS	Done
764	02/12/2014	Following the presentation, Management adopted the document and approved the recommendation C(i-vii) on National Council.	PIO	Done
765	09/12/2014	CIO should liaise with CPRO to ensure proper documentation and usage of Radar guns and Breathalyzers packed in the store.	CIO	Done
766	09/12/2014	DCM (Ops), ACM (PRS), CLA and SA to look critically at the role FRSC should play on the issue of retro-reflective tape and submit their advice to Management at the next meeting.	Ops	Done
767	09/12/2014	HPIO to issue fresh guidelines on retreat.	HPIO	Done
768	09/12/2014	DCM (MVA) and ACM (PRS) should determine the requirement needed for FRSC driver's license to be recognized internationally.	MVA, PRS	Done
769	09/12/2014	After Management deliberation and decision on crash analysis report, COSEN should forward the report to affected Commands.	COSEN	Done



770	09/12/2014	DCM (Ops) should present the report on Mabushi, Banex and Apo interchanges to the Chairman for consideration.	Ops	Done
771	09/12/2014	DCM (Ops) should brief Chairman for final approval of the monthly imprest for Sector Auditors.	Ops	Done
772	16/12/2014	CP and CIO should ensure that office administration was kept running in RSHQ through monitoring staff attendance during the end of year patrol outing.	CIO CP	Done
773	16/12/2014	ACM (PRS) should conduct roll-call for presentation of bicycle by each member of Management during the last Management meeting in January, 2015.	PRS	Done
774	16/12/2014	DCM (Ops) should ensure that no member of Management was posted to his locality for end of year patrol.	Ops	Done
775	16/12/2014	ACM (PRS) should ensure that handbills on public enlightenment were uploaded on FRSC social media platform.	PRS	Done
776	16/12/2014	DCM (AHR) should request for explanation from CMRO for closing from work while COMACE was still in Office.	AHR	Done
777	16/12/2014	ACM (PRS) should liaise with CAS to arrange a meeting for COMACE with NIMASA Management.	PRS	Done
778	16/12/2014	CTSO should expedite action on the revalidation of FRSC drivers as regards NDL.	CTSO	Done
779	16/12/2014	DCM (TSSD), ACM (PRS), ACM (SMP), CPEO and NC (SMP) should work as a Committee to fashion out ways on how the Corps could expand its partnership and reach out to stakeholders for support.	TSSD	Done



780	16/12/2014	COSEN should scout for a befitting residential accommodation for DCM (MVA)	COSEN	Done
781	16/12/2014	COSEN should allocate the residential accommodation vacated by COMACE to DCM AK Hassan.	COSEN	Done
782	16/12/2014	CS, MR and CP should burn the 2010 used recruitment forms.	CS MR CP	Done
783	16/12/2014	COSEN should conduct Road Safety Audit on Birnin Gwari - Tegna road stretch on 17 December, 2014 and present report to COMACE on 22 December, 2014.	COSEN	Done
784	16/12/2014	ACM (SMP), HPAU and Rep of Ops should have interface with GEETEC Group on Executive Intelligence and advise Management at the next meeting.	SMP Ops HPAU	On-going
785	16/12/2014	ACM (CAS), HOS (Disp: AHR), HOU (G&C: CS), HOU (Strat Ops: CIO) and HOU (P&G: CP) should work as a Committee to determine the status of all pending FDP cases and cause its speedy completion on or before 24 December, 2014.	CAS	Done
786	16/12/2014	ACM (F&A) should make available the sum of two hundred thousand Naira to the Chairman of FDP Committee to enable it conclude all pending FDP processes.	F&A	Done



LIST OF ONGOING AND NOT DONE ACTIONABLE ITEMS FOR 2015




1	28/01/2014	CLog should complete the repairs of the grounded Mercedes Bus (1418) which could be used to ply Lugbe Route and present report in two weeks.	Clog	NOT DONE
2	28/01/2014	Ag. HOD (F&A) and CLog should work together to find the possibility of accommodating the cost of renting, buying and furnishing of official residential accommodations in the service-wide vote.	F&A Clog	NOT DONE
3	11/02/2014	DCM (Ops) should dissolve city Commands along critical corridors and relocate same on highways.	Ops	NOT DONE
4	11/02/2014	ACM (PRS) should bring out the data on the consequences of non-compliance to the use of rear seatbelt by passengers in the rear seat of a vehicle that were involved in a crash.	PRS	NOT DONE
5	15/04/2014	ACM (SMP) should commence the process of making Mr. Faminokun Akin, the Executive Vice President of First Bank PLC an Honourary Special Marshal for his show of interest to partner with FRSC through the donation of a 13.5KVA power generator to DLC at Eti-Osa, Lagos.	SMP	NOT DONE
6	12/08/2014	DCM TSSD should ensure that all pending staff ID cards were produced before 30 August, 2014 deadline.	TSSD	NOT DONE
7	12/08/2014	SACOMACE and HPIO should accompany COMACE to solicit for more slots at National Defence College, National Institute for Policy and Strategic Studies, Kuru, Institute for Security Studies, Abuja, Command and Staff College, Jaji, Administrative and Staff College of Nigeria, Lagos.	SACOMAC E PIO	NOT DONE
8	12/08/2014	SACOMACE and CIO should ensure that all encumbrances relating to ID card issuance were removed and all staff who do not have are issued latest by end of 3Q 2014.	SACOMAC E CIO	NOT DONE




9	02/10/2014	ACM (PRS), CS, HPAU and HPIO should meet and study Management Policy not implemented for the last three (3) years and bring to Management by November, 2014.	PRS CS PAU PIO	NOT DONE
10	02/10/2014	CPEO should look at the possibility of installing a DVD player to play FRSC jingles in COMACE's Waiting Room.	CPEO	NOT DONE
11	02/10/2014	DCM (TSSD) should ensure that all outstanding ID cards are produced on or before 30 September, 2014.	TSSD	NOT DONE
12	21/10/2014	CS should convey Management decision that no staff is exempted from completing the Annual Performance Evaluation Report (APER) form.	CS	NOT DONE


1	29/04/2014	Ag. HOD (SED) should revisit the report on the creation of emergency exits at RSHQ building, recommend to COMACE for action and update Management at the next meeting.	SED	ON-GOING
2	03/05/2014	ACM (SMP) should liaise with PSO to fast-track COMACE approval on the proposal for quarterly strategic joint patrol operations by Regular and Special Marshals.	SMP PSO	ON-GOING
3	27/05/2014	Ag. HOD (SED) should fast-track the implementation for the enforcement of the Speed Limiter and report progress at the next meeting.	SED	ONGOING
4	18/06/2014	Need to inculcate the curriculum for National Diploma in Paramedics Technology into the FRSC Academy and training school. The Diploma should become one of the criteria for Induction/Promotion of Rescue Workers in the Corps.	TSC CMRO	ONGOING
5	18/06/2014	Collaboration with the Federal Ministry of Health and University Teaching Hospitals Nationwide to train FRSC staff aimed at bettering their already existing knowledge of paramedics. The Corps should revisit the on-going collaboration with the Federal Ministry of Health to ensure that University Teaching Hospitals are partnered for training of FRSC paramedics personnel.	TSC CMRO	ONGOING
6	18/06/2014	Collaboration with the Federal Government and the Federal Ministry of Health in provision of equipment and logistics which will improve the services rendered by paramedics of the Corps and other relevant agencies.	OPS CMRO	ONGOING
7	23/07/2014	HPAU should circulate soft copy of the presentation on Nigeria Status Report on the Implementation of UN Decade of Action to members of Management.	HPAU	ON-GOING
8	23/07/2014	ACM (SMP) should liaise with PSO II and CPRO to redeem the pledge of Ten Million Naira made to FRSC for the purchase of operational materials before the end of work on 25 July, 2014.	SMP	ON-GOING



9	23/07/2014	CS should post Officers of the ranks of CRC and SRC to the Protocol Office.	CS	ON-GOING
10	23/07/2014	PSO should fast-track the process for the secondment of FRSC Officers to Sierra Leone and report progress at the next meeting.	PSO	ON-GOING
11	23/07/2014	PSO II should activate the bilateral arrangement as regards road safety with Liberia and present progress report at the next meeting	PSO II	ON-GOING
12	12/08/2014	COSEO should revisit the issue of creating emergency exit at RSHQ building and update Management at the next meeting.	COSEO	ON-GOING
13	12/08/2014	DCM (TSC), DCM (MVA), ACM (PRS), CAS II, CS and HPIO should work as a Committee to work out the relevance of courses offered at National Institutions to connect with operational requirement of the Corps and present report on 26 August, 2014.	TSC MVA PRS CAS II CS PIO	ON-GOING
14	12/08/2014	With the firm take off of the Officers Mess and FRSC Clinic in Abuja, DCM (AHR) should put appropriate machinery in motion to enable establishment and functionality of Marshal Inspectors' Mess by end of 3 rd Q 2014 and the Road Marshals' by 4 th Q 14.	AHR	ON-GOING
15	12/08/2014	The Officers' Mess Committee should initiate business opportunity by providing a provision shop at the mess and a 3-bedroom flat that can be acquired at Nyanya to be used as Marshal's Inspectorate Mess.	PRS PMC	ON-GOING




16	12/08/2014	COSEO should ensure that all the three (3) World Bank bikes that crashed in Keffi (1) and Kaduna Road (2) be repaired on or before end of September, 2014.	COSE	ON-GOING
17	12/08/2014	COSEO should liaise with CPEO on the purchase of utility vehicle for the Corps Public Enlightenment Office.	COSE	ON-GOING
18	26/08/2014	DCM (TSSD) should articulate the FRSC requests to SURE-P and discuss with the Management of SURE-P so that it could be included in their budget.	TSSD	ON-GOING
19	26/08/2014	CSEO should work towards converting the former quarter guard in FRSC Academy at Udi to Police post and submit proposal at the next meeting.	CSEO	ON-GOING
20	26/08/2014	DCM (Ops) and ACM (F&A) should look into further empowerment of Zonal Heads of Operations and make a submission at the next meeting.	Ops F&A	ON-GOING
21	09/09/2014	CPRO and PMC should work out a proposal on the basic requirements for equipment needed to set up the proposed Marshals' Mess and present report at the next meeting.	CPRO CP	ON-GOING
22	09/09/2014	COSEN should ensure that the two FRSC vehicles (Peugeot 406) at RS 9.1 Enugu were repaired and brought to RSHQ for redistribution.	COSEN	ON-GOING
23	09/09/2014	DCM (Ops) should raise a committee to work on the regulation that would guide the handling of the e-Tablets.	Ops	ON-GOING
24	09/09/2014	DCM (TSSD) and CIO should ensure that all encumbrances relating to ID card issuance were removed and all staff who do not have are issued latest by end of 3Q 2014.	TSSD CIO	ON-GOING
25	16/09/2014	CPEO should ensure the resurrection of cartoon and other children related materials on road safety.	CPEO	ON-GOING



26	16/09/2014	SA should direct IT Officers in the Field Commands to handle the training of the MIs with HND and the retraining of the patrol Officers.	SACOMAC E	ON-GOING
27	16/09/2014	CMRO should work with AHR, F&A, CS, and COSEN to set up a clinic at Awka Plant.	CMRO COSEN CS AHR F&A	ON-GOING
28	16/09/2014	CMRO should ensure that Corps Optometrist commence understudying the Consultant handling the Eye Test equipment at DLCs.	CMRO	ON-GOING
29	16/09/2014	DCM (TSC) should work out the modalities for the mentoring of COs.	TSC	ON-GOING
30	16/09/2014	CPEO should ensure resuscitation of In-house cartoon.	CPEO	ON-GOING
31	02/10/2014	DCM (AHR), CS, HPAU and HPIO should look at the current personnel deployment in all FRSC commands and formations; propose optimal staff utilization (emphasis on RSHQ and ZEBRA units) and present report at the next meeting.	AHR CS PAU PIO	ON-GOING
32	02/10/2014	CPRO and PMC should work out a proposal on the basic requirements for equipment needed to set up the proposed Marshals' Mess and present report at the next meeting.	CPRO CP	ON-GOING
33	02/10/2014	ACM (F&A), COSEN, CA and CIO should work together to ensure that all grounded vehicles retrieved were fixed and put back on the road including two pick-ups which should be allocated to FRSC Academy and Training school for driving course.	F&A COSEN CA CIO	ON-GOING



34	02/10/2014	CIO should investigate the activities of FRSC staff in DLCs as connected with the "single purse" arrangement and present report at the next meeting.	CIO	ON-GOING
35	02/10/2014	CPRO should ensure that all pending biddings were concluded on time, including those for furniture, so that all the equipment and materials could be deployed as soon as possible and present report at the next meeting.	CPRO	ON-GOING
36	13/10/2014	CLA should work with TSC to re-draft the terms and conditions as regards sponsorship in the FRSC Educational Policy, 2010 and present at the next meeting.	TSC CLA	ON-GOING
37	13/10/2014	SACOMACE should make a proposal for the provision of a box telephone line in all the duty offices in all the Field Commands.	SA	ON-GOING
38	21/10/2014	DCM (TSC) and DCM (TSSD) should make presentation to management on the type and proper use of FRSC branded T-shirts by the public.	TSC TSSD	ON-GOING
39	21/10/2014	DCM (TSC), ACM (SMP), CS and project Consultant should work as a Committee to do a holistic review of the FRSC Education policy, 2010 and present on 04 November, 2014.	TSC	ON-GOING



40	21/10/2014	ACM (SMP) should leverage on the e-Ticketing training scheduled for Marshal Inspectors in the Field Commands for training of Special Marshals.	SMP	ON-GOING
41	21/10/2014	DCM (AHR), CS, HPAU and HPIO should look at the current personnel deployment in all FRSC commands and formations; propose optimal staff utilization (emphasis on RSHQ and ZEBRA Units) and present report at the next meeting.	AHR	ON-GOING
42	25/11/2014	DCM (TSSD), DCM (TSC), ACM (F&A), CAS, SA and HPAU should study the presentation on 1 st FRSC Sports Festival, and advice Management on 09 December, 2014.	TSSD	ON-GOING
43	25/11/2014	DCM (TSSD) should represent the proposed FRSC branded T-shirts meant for non-staff for final decision at the next meeting.	TSSD	ON-GOING
44	25/11/2014	DCM (MVA), SA, CIO and HPIO should study the presentation on National Address Verification System through NDLEA Express Delivery, make recommendation and present on 09 December, 2014.	MVA	ON-GOING
45	02/12/2014	Following the presentation and comments by members, Management directed the Committee that screened the company to negotiate the cost implication of the Body and Car Cameras and brief COMACE accordingly.	Screening Committee	ON-GOING
46	16/12/2014	ACM (SMP), HPAU and Rep of Ops should have interface with GEETEC Group on Executive Intelligence and advise Management at the next meeting.	SMP Ops HPAU	ON-GOING

Thank You

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