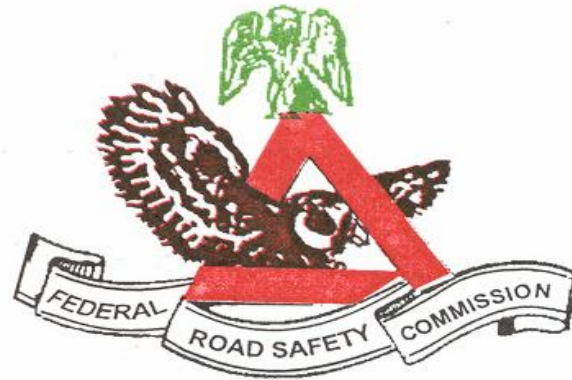


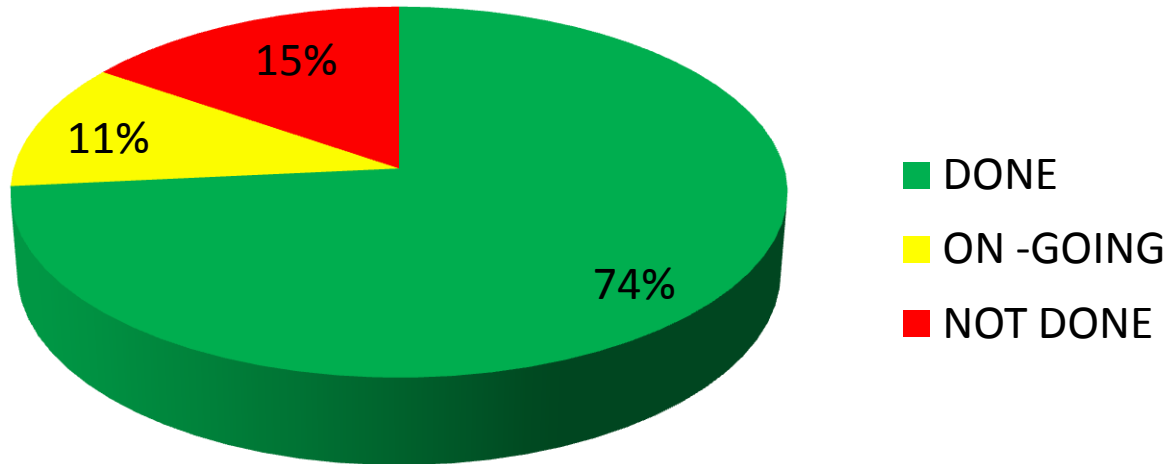
RESTRICTED



FEDERAL ROAD SAFETY CORPS

**VERIFIED ACTION STATUS
OF
MANAGEMENT ASSIGNED TASKS
BY THE PROJECT IMPLEMENTATION OFFICE
RSHQ, ABUJA.
4TH QUARTER 2015**

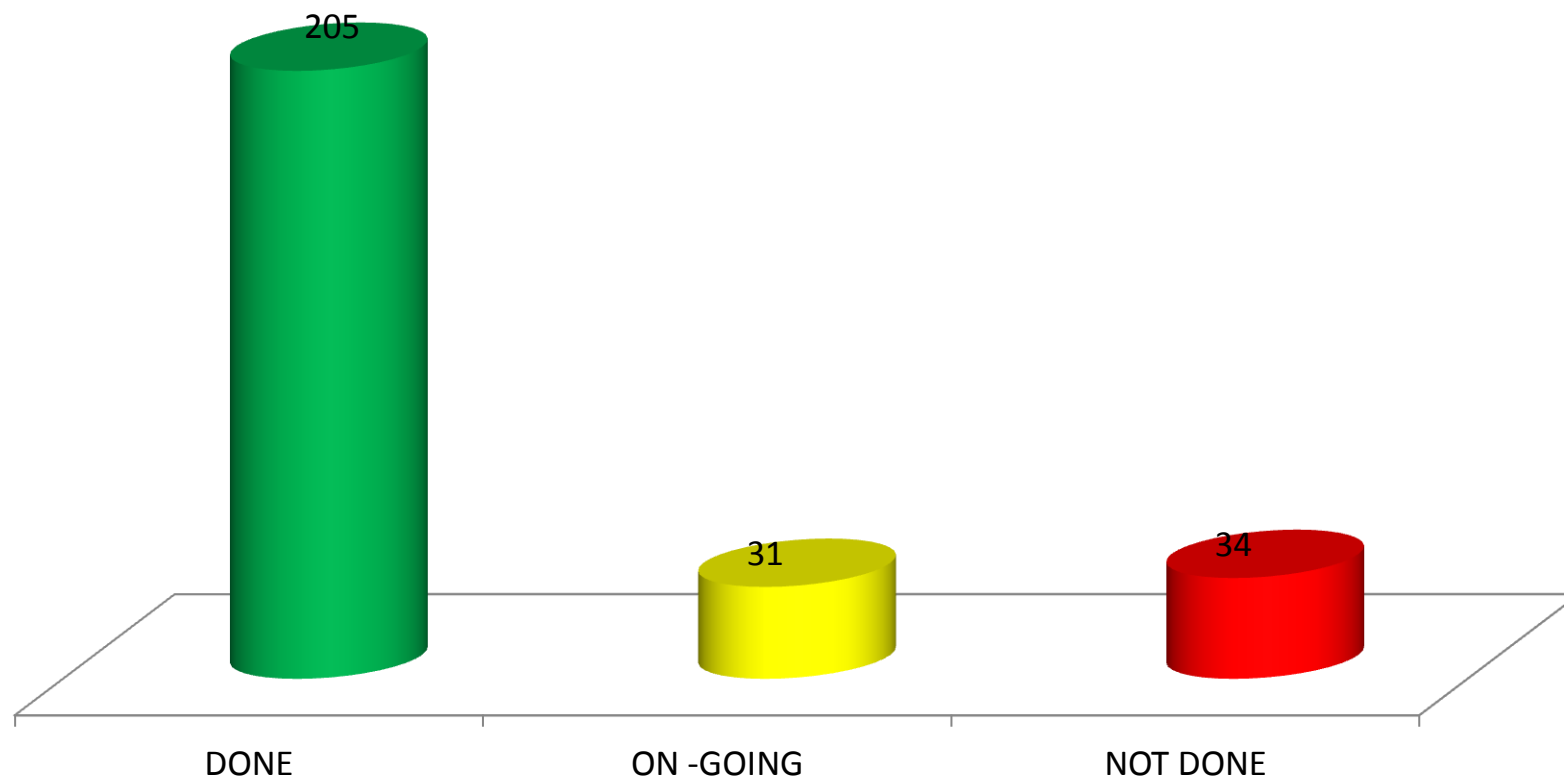
ACTION STATUS OF MGT ASSIGNED TASK FOR 4TH QUARTER 2015



ACTION KEYS

Green	-	Task Done	=	205
Yellow	-	Task On-going	=	31
Red	-	Not Done	=	<u>34</u>
Total	-			<u>270</u>

ACTION STATUS OF MGT ASSIGNED TASK FOR 4TH QUARTER 2015



ACTION KEYS

Green	-	Task Done	=	205
Yellow	-	Task On-going	=	31
Red	-	Not Done	=	<u>34</u>
Total	-			<u>207</u>

S/ N	DATE OF MEETING	ACTION	ACTION BY	COMMENTS
1	10/03/15	<p>PARTNERSHIP WITH THE NIGERIAN AIR FORCE FOR CONFIGURATION OF THE TWO NEW EXPECTED HELICOPTERS AS AIR AMBULANCE</p> <p>Due to the need to consolidate on the gains made with the Nigerian Air Force (NAF) on provision of air surveillance during ember months patrols, the Corps would further partner with the NAF for configuration of the two new helicopters procured by the NAF as air ambulance for use by the FRSC to facilitate prompt evacuation of RTC victims within the 12 minutes recommendations by the WHO.</p>	OPS, CMRO	On-going
2	10/03/15	<p>BUDGETARY PROVISIONS IN FRSC APPROPRIATIONS FOR FUELLING OF THE AIR FORCE AIR AMBULANCE</p> <p>In view of the preparedness of the NAF to configure two of her helicopters as air ambulance for FRSC use.</p>	F&A, CBUDGET	Done
3	10/03/15	<p>TEACHING OF FRSC PERSONNEL ON HOW TO DETERMINE THE COORDINATE OF GEOLOCATION</p> <p>In view of envisaged increased in use of air surveillance, which might make the use of helicopters more frequent in field operations, there is the need to teach patrol officers and commanding officers how to determine the coordinates of geolocation for ease in making helicopters find their bearings in landing and taking off, during surveillance and rescue operations. In addition, all the cadets and trainees in camp should be taught how to determine coordinates, especially with the use of android phone.</p>	OPS, TSC	Not Done



4	10/03/15	<p>PARTNERING THE MINISTRY OF FOREIGN AFFAIRS FOR FACILITATING THE 6TH ANNUAL LECTURE SERIES BY THE PRESIDENT OF RWANDA</p> <p>The Corps would work closely with the Ministry of Foreign Affairs for the Ministry's intervention in facilitating the attendance in person of the President of Rwanda, His Excellency, President Kigame, in delivering the FRSC's 6th annual lecture series later in the year.</p>	PRS	Done
5	10/03/15	<p>INTER AGENCY COMMITTEE TO CONSIDER THE REQUEST FOR PURCHASE OF THE MINISTRY OF FOREIGN AFFAIRS GENERATOR IN WUSE ZONE 3 BY THE FRSC</p> <p>Based on the request from the FRSC that the Ministry of Foreign Affairs generator in the zone 3 office formerly occupied by the Ministry of Foreign Affairs, but reallocated to the Corps as its National Headquarters. An interagency committee for the two agencies would be constituted to work out the modalities for purchase of the generator by the Corps.</p>	SA, CLOG	On-going
6	17/03/2015	<p>DCM (TSC) should liaise with the team of NOA facilitators to replicate similar programme in other FRSC formations and the training camps.</p>	TSC	Done
7	24/03/2015	<p>DCM (Ops) should furnish the Chairman about the status of the Electronic Boards used by patrol teams latest by Thursday 26 March, 2015.</p>	OPS	Not Done

8	25/03/15	<p>SUSTAINING AND DEEPENING THE CORDIAL RELATIONSHIP BETWEEN NAICOM AND THE FRSC</p> <p>NAICOM and the FRSC would continue to work more closely towards deepening the existing cordial relationship between the two agencies.</p>	OPS, TSSD	On-going
9	25/03/15	<p>REPORTING INSURANCE FIRMS FOR REFUSING TO PAY CLAIMS TO INJURED RTC VICTIMS</p> <p>As part of efforts towards ensuring that road safety marshals on patrol are not subjected to paying for the medication of rescued road traffic crash victims, the FRSC patrol team leaders would be properly sensitised on how to contact the approximate insurance company to pay for Medicare of rescued crash victims. But where this option failed, NAICOM would be contacted with details of the transactions for their intervention.</p>	AHR	Not Done
10	25/03/15	<p>INTEGRATION OF FRSC MEDIA CAMPAIGN INTO THE NAICOM WEEKLY TV PROGRAMME</p> <p>The NAICOM weekly TV programme would be availed to the FRSC to reach members of the public and disseminate road safety messages.</p>	CPEO	Not Done
11	25/03/15	<p>MAKING THE FRSC BENEFIT FROM THE NAICOM FUND</p> <p>Considering that the patrol and rescue efforts of the Corps confer values to the insurance companies, the FRSC would work in concert with the NAICOM management towards ensuring that the Corps benefits from the NAICOM funds to finance road safety programme.</p>	OPS, F&A, CBUDGET	On-going
12	25/03/15	<p>AVAILING THE NAICOM WITH RELEVANT COPIES OF DOCUMENTS RELATING TO THE CASE INVOLVING NICON INSURANCE OVER REFUSAL TO REPAY FSC PENSION FUNDS WITH NICON INSURANCE</p> <p>Towards securing the intervention of NAICOM in resolving the petition by FRSC over the perpetual refusal of NICON Insurance in paying the Corps' pension fund but rather with NICON suing the Corps. The FRSC would make available all the documents relevant to NAICOM for resolution of the case.</p>	AHR	Not Done

13	31/03/2015	SA and DCM (MVA) should liaise and fine tune the possibility of having a customized POS for fines and NDL payment.	MVA SACOMAC E	Done
14	13/04/2015	DCM (TSSD) should organize a befitting send forth ceremony for ACM DG Terrang (Rtd).	TSSD	Not Done
15	30/06/2015	ACM (F&A), CPRO, CLog, CC (Budget) and CA should work as a Committee to study the proposals sent to FRSC by four vendors and recommend to Management.	F&A	Not Done
16	14/07/2015	HPAU should work with other Committee members to fine tune the documentary on FRSC.	PAU	Done
17	14/07/2015	DCM (AHR), CA and HOU (Housing) should establish the position of Staff Co-operative land at Zuba and present to Management on or before 11 August, 2015.	AHR	Not Done
18	28/07/2015	SA should re-phase the training and re-training programme on the use of e-Tablets proposed for patrol team leaders.	SACOMAC E	Not Done
19	31/07/15- 04/08/15	NEED TO SETTLE ALL ID CARD ISSUES. The Corps should have settled all Id card issues on or before 30 September 2014. The validity of the Id Cards should also be increased to five (5) years. DCM TSSD to undertake a trip to Lagos to ensure swift completion of all issues	TSSD	Not Done



20	31/07/15-04/08/15	<p>VERIFICATION AND UPDATING OF MARSHAL PERSONNEL FILES</p> <p>As part of the efforts to maintain the ISO standard, the on-going verification and updating of the Marshal personnel files should be concluded before the end of September. Fund should be released. Staff whose files have been found to be missing some documents should be invited to RSHQ to provide the missing documents.</p>	AHR F&A	Done
21	31/07/15-04/08/15	<p>PROVISION OF A FUNCTIONAL VEHICLE FOR TRANSPORT OF STAFF AND EQUIPMENT.</p> <p>To improve the efficiency of the CPEO advance teams, a functional Toyota Sienna space bus would be purchased for the Corps Office by mid-September.</p>	PSO CLOG F&A	Not Done
22	31/07/15-04/08/15	<p>PROVISION OF OFFICIAL VEHICLE FOR THE NODAL OFFICER</p> <p>When new vehicles are purchased, a vehicle will be provided to SERVICOM from one of the senior officers.</p>	PSO	Not Done
23	31/07/15-04/08/15	<p>EXPLORATION OF VIABLE STRATEGIES TO INCREASE THE PROFITABILITY OF THE MESS</p> <p>To ensure the continued profitability of the mess, viable business ventures should be introduced such as the establishment and operating of a small gift shop or a tuck shop that carries travel sized essentials and toiletries.</p> <p>A POS machine should also be installed for customers' convenience and reducing the risks associated with collection and keeping of cash at the Mess.</p>	PMC	Not Done
24	31/07/15-04/08/15	<p>ESTABLISHMENT OF CRÈCHE FACILITY BY THE ROSOWA</p> <p>As part of the effort to project the Corps as a gender sensitive organization, the Corps will afford the ROSOWA every necessary assistance in their plans to establish a crèche facility for FRSC Staff who are mothers to infants.</p> <p>PRS should liaise with ROSOWA executives.</p>	PRS	On-going



25	31/07/15-04/08/15	<p>ORGANIZING THE SIXTH ANNUAL LECTURE SERIES The processes for the successful organization of the sixth annual lecture series should be put into gear. Invitations for the Resource persons should be dispatched and followed up through the Ministry of Foreign Affairs.</p>	PRS, PSO	Done
26	31/07/15-04/08/15	<p>CONSTRUCTION OF WAITING AREA BY THE GATE. To ensure that visitors to RSHQ are comfortable while security checks are being conducted, a waiting area would be constructed by the entrance to the compound. CP and CLOG should collaborate on the specifics and present to COMACE Provost personnel should also be enjoined to be meticulous about collecting back vehicle tags.</p>	CP, CLOG	Not Done
27	31/07/15-04/08/15	<p>ORGANIZE PROJECT MANAGEMENT TRAININGS FOR MANAGEMENT STAFF AND STAFF OF CA Having identified the absolute necessity of equipping the staff of the Corps Auditors with basic project management skills, the Corps will organize a short course on project management for both the CA staff and members of Management. Basics of the courses should also be introduced at the FRSC Academy and Training school.</p>	CA PSO TSC	Not-Done
28	31/07/15-04/08/15	<p><u>PRODUCTION OF RETIREE PERSONNEL ID CARDS BY THE TSSD</u> The TSSD should commence the process of integrating retired FRSC personnel into the UBA format of staff Identity Card, to ensure that all retired FRSC personnel have standard ID card and with which their pension could be paid directly into their accounts and the card used for withdrawals where necessary</p>	DCM TSSD	Not Done

29	31/07/15-04/08/15	<p>INVITATION OF THE DEPUTY GOVERNOR OF AKWA IBOM STATE TO VISIT FRSC FACILITY AT THE RSHQ</p> <p>Invitation would be extended to Deputy Governor of Akwa Ibom State Her Honour Valerie Ebe, to visit the FRSC platform whenever she is in Abuja</p>	CTSO, PSOH PROTOCOL	Not Done
30	31/07/15-04/08/15	<p>ENSURING THAT AKWA IBOM STATE IS FAIRLY CONSIDERED IN LINE WITH THE PRINCIPLE OF FEDERAL CHARACTER IN FUTURE RECRUITMENT INTO THE CORPS</p> <p>The Corps would ensure that it continued to be fair and just, as enshrined in the federal character principle, when considering applicants from Akwa Ibom state for subsequent recruitments into the Corps.</p>	AHR, CS	Done
31	31/07/15-04/08/15	<p>EXPLORING ALTERNATIVE DISPUTE RESOLUTION OPTION IN RESOLVING THE GBONGON CASE WHERE A MOTORIST WHO ABANDONED HIS PASSENGERS BUT BOOKED FOR BEING MECHANICALLY DEFICIENT TOOK FRSC TO COURT</p> <p>The DCM Ops during his working tour of RS11 should explore the option of resolving through out of court settlement, the Gbongon Unit Command case where the Corps was sued and damages sought against the Corps despite the mechanically deficient vehicle had earlier been impounded into the FRSC premises.</p>	OPS, CLA	On-going
32	31/07/15-04/08/15	<p>PROMOTING JOINT PRE - ENFORCEMENT CAMPAIGNS ON SPEED LIMITING DEVISE</p> <p>In view of the benefits of the installation of speed limiting devises on commercial vehicles, the NURTW would be encouraged to collaborate with the FRSC for pre enforcement campaigns on the devise.</p>	OPS, CPEO	Done

33	31/07/15- 04/08/15	<p>ENFORCING THE PROHIBITION OF CARRIAGE OF GOODS AND PASSENGERS ON TRUCKS AND PETROL TANKERS</p> <p>In making road safe, the Corps after sensitising members of the NURTW would commence massive enforcement of the prohibition of passengers with goods on top of petrol tankers, as recent crashes were found to have been caused by this unwholesome practice.</p>	OPS	Done
34	31/07/15- 04/08/15	<p>ADVISING DRIVERS OF TANKERS AGAINST CARRIAGE OF PERISHABLE VEGETABLES, FOODSTUFF AND FIRE WOODS ON PETROL TANKERS</p> <p>In view of the unwholesome practice of carriage of vegetables, firewood and other perishable products on top of laden and unladen tankers, which is rampant amongst petroleum tankers drivers, such practice would be discouraged and followed with enforcement by the Corps.</p>	OPS, CPEO	Done
35	31/07/15- 04/08/15	<p>PROMOTING JOINT PRE - ENFORCEMENT CAMPAIGNS ON SPEED LIMITING DEVISE</p> <p>The NARTO would engage in sensitising their members to commence the use of the speed limiting devises on their commercial vehicles, prior to the June 01 enforcement date.</p>	OPS, CPEO	Done
36	31/07/15- 04/08/15	<p>INTERFACING WITH RELEVANT GOVERNMENT INSTITUTIONS ON PROVISION OF TANKERS AND TRAILERS PARKS</p> <p>The Corps would partner with NARTO to lobby relevant government institutions from the Local Government level for provision of lands and building of suitable parks for trailers and tankers to prevent parking of tankers and trailers alongside the highway or parking at illegal trailer parks.</p>	OPS	Done


37	15/09/2015	HPAU and HPIO should liaise with ACM (PRS) to develop a questionnaire for harmonization of RTC data with Lagos state.	PAU PIO	Done
38	15/09/2015	DCM (MVA) and CLA should work towards debt recovery on ULS products from Lagos State Government.	MVA CLA	Done
39	16/09/2015	DCM (AHR) and CS should redeploy newly recruited staff posted to RSHQ and Zonal Command Headquarters to Sector and Unit Commands for field patrol experience.	AHR CS	Done
40	16/09/2015	DCM (AHR) and CS should compile list of staff trained for post-trauma care and deploy them as appropriate	AHR CS	Done
41	16/09/2015	DCM (Ops) and HPIO should do a review of Commands and RSHQ assessment respectively and submit report at the next meeting.	OPS PIO	On-going
42	16/09/2015	DCM (Ops) should design and forward to ZCOs template for flying ticket reports rendition.	OPS	Done
43	22/09/2015	DCM (AHR), ACM (CAS), CLog, CA and HOU (Housing) should liaise with AGIS to re-establish the coordinates of the FRSC land at Zuba while Co-operative should continue with other processes.	AHR	Done
44	22/09/2015	SACOMACE should work with the Committee of DCMs to commence the processing of severance package for the DCMs, follow it up with the SGF for approval and update Management.	SA	On-going
45	22/09/2015	DCM (TSSD) and ACM (PRS) should work out modalities and develop a framework for the meeting with States Traffic Management Agency.	TSSD PRS	Done
46	22/09/2015	CIO should investigate the staff that was seen using old FRSC number plate on his motorcycle and report to Management.	CIO	Done
47	22/09/2015	CP should liaise with CIO and ACM (CAS), get details of the staff that was seen using old FRSC number plate on his motorcycle, subject him to trial and present report at the next meeting.	CP	Done

48	22/09/2015	CIO should liaise with DCM (AHR) and CS to carry out immediate restructuring of the Intelligence Unit before the end of October, 2015.	CIO	Not Done
49	22/09/2015	SACOMACE should liaise with Sector Commander, RS11.3 Oyo to verify the status of the trial of the two FRSC staff that fought in Ibadan and forward report to COMACE.	SA	Done
50	22/09/2015	ACM (F&A) should liaise with DCM (TSC) and CIO to work out the implication for the training of 49 Zonal and Sector Intelligence Operatives as first phase approach.	F&A	Done
51	22/09/2015	DCM (AHR) and DCM (TSC) should set up Committees to review the FRSC Conversion and Education Policies respectively and present report on 06 October, 2015.	AHR TSC	Done
52	22/09/2015	DCM (MVA), ACM (CAS), SACOMACE, ACM (MPD), ACM (PERS), CIO and CP should work as a Committee to develop a curriculum for training of Intelligence operatives proposed to commence in 2016.	MVA	On-going
53	22/09/2015	DCM (TSSD), ACM (CAS), ACM (PRS), CPEO, HPAU and HPIO should work as a Committee to plan and develop a framework for Annual Lecture Series scheduled for 2016 and present report on or before 20 October, 2015.	TSSD	Done
54	22/09/2015	CLA, CMRO, CPEO, and Rep. of Ops should meet with the Team of Psychiatric Consultants, deliberate further on the issue of medical evaluation of recalcitrant drivers and update Management at the next meeting.	CLA	Done
55	22/09/2015	SACOMACE should work with CBO for the procurement of 1000 Units of e-tablets	SA CBUD	Done
56	22/09/2015	DCM (Ops) should ensure that the ambulance donated by PAN is moved to Doka to be supervised by RS1.1 Kaduna Rescue Officer.	OPS	Done
57	22/09/2015	DCM (Ops) should identify markets that are not properly located for onward submission to State Governors for relocation.	OPS	Done


58	22/09/2015	DCM (Ops) and CPEO should work out plans to ensure that Commanding Officers and their staff carry out enlightenment campaigns in churches and mosques during the yuletide period.	OPS CPEO	Done
59	22/09/2015	SACOMACE should make a proposal for the installation of smoke detectors in ICT room, Library and other sensitive places and present to COMACE.	SA	On-going
60	29/09/2015	DCM (Ops) should convey approval in principle, for the establishment of new Unit Command at Udi pending the availability of a patrol vehicle for a temporary take-off from FRSC Academy, Udi.	OPS	Done
61	29/09/2015	DCM (TSSD), ACM (F&A) HPAU, Reps. of AHR and CS should study the report on Ways of Improving Welfare of FRSC Staff for immediate, medium and long term implementation and present report at the next meeting.	TSSD	On-going
62	29/09/2015	HPAU, PIO and CIO should monitor compliance by Field Commands on the recent operational directives report to Management every meeting.	PAU PIO CIO	Done
63	29/09/2015	CLog and CBO should work with ACM (F&A) on the possibility of putting a structure on the FRSC land at Gwagwalada.	CLOG CBO F&A	Done
64	29/09/2015	DCM (TSSD) and CLog should carry out an on-the-spot assessment of FRSC land at Gwagwalada and present pictorial evidence at the next meeting.	TSSD CLOG	Done

65	13/10/2015	CMRO should collate list of deceased staff in 2015, carry out comparative analysis with 2014 highlighting the nature of sickness and present report at the next meeting.	CMRS	Done
66	13/10/2015	CMRO should work with DCM (Ops) to get the list of FRSC staff knocked down by motorists while on patrol in 2015 and present at next meeting.	CMRS	Done
67	13/10/2015	CLA should update COMACE on the status of cases of FRSC staff knocked down by motorists while on patrol.	CLA	Done
68	13/10/2015	CS should issue an addendum to the circular earlier release that staff that were indebted to Cooperative or collected loan facility from any bank and failed to pay back and changed their account should settle their loans or face disciplinary action.	CS	Done
69	13/10/2015	CIO should summon all principal actors of the staff Cooperative that refused to forward record of its activities to RSHQ Chairman, Mega Cooperative on or before Wednesday 14 October, 2015	CIO	Done
70	13/10/2015	CA should open a domiciliary account to lodge deductions made from loan defaulters of Lagos Sector Command Cooperative.	CA	Done
71	13/10/2015	CLA should review cases and petitions received from Attorney General Office, National Assembly, etc and forward report to COMACE on or before 20 October, 2015.	CLA	Done
72	13/10/2015	CIO should create a Special Unit in CIO's office to investigate cases of loans and advances.	CIO	Done
73	13/10/2015	CLA should direct all Lawyers in the Corps to pay their annual practicing fee and forward evidence to CIO.	CLA	Done
74	13/10/2015	CS should send a circular directing all professionals like Engineers, lawyers, Doctors, Laboratory Scientists, Physiotherapists, etc, to forward evidence of possessing practicing license to CIO.	CS	Done


75	13/10/2015	DCM (Ops) should work with PSO to select six (6) Corps Commanders to be sent to World Bank Corridors to take inventory of equipment supplied to the Corps by World Bank.	Ops PSO	Done
76	13/10/2015	DCM (Ops) and ACM (F&A) should study the cost implication of combating RTC and traffic congestion within FCT holistically and present to COMACE.	Ops F&A	Done
77	13/10/2015	CTSO should get 5 photographs of vehicles with extra seats with their locations and present to COMACE while updating Management at the next meeting..	CTSO	Done
78	13/10/2015	Nodal Officer (SERVICOM) should discuss with the offices that have not submitted Charter Implementation and Service Improvement Report and report level of compliance to COMACE.	SERVICOM	Done
79	13/10/2015	HPAU should collate report on the workshop organized by National Planning Commission and present at the next meeting.	PAU	Done
80	13/10/2015	CP should conduct more research on funfare and present his recommendations at the next meeting.	CP	On-going



81	13/10/2015	SACOMACE should reach out to sister organizations and study the severance package for Deputy Inspector General of Police (DIGs), Deputy Comptroller of Customs (DCGs) and brief Management in the next meeting.	SA	Done
82	13/10/2015	DCM (MVA), CS, SACOMACE and ACM (F&A) should work out the possibility of inserting severance package for DCMs into the Conditions of Service and submit report on 27 October, 2015.	MVA	Done
83	13/10/2015	SACOMACE should work with the protocol of SGF on the issue of invitation cards for the thanksgiving of SGF scheduled to hold on 17 October, 2015.	SA	Done
84	13/10/2015	CP should reorganize fire drill lecture for staff and conduct a mock exercise.	CP	Done
85	13/10/2015	CLog should ensure that all ambulances under repairs are returned to the Corps for deployment not later than Friday 9 October 2015.	CLog	Not Done
86	13/10/2015	CLA should present update on the proposed 200 Mobile Courts at the next meeting.	CLA	Done
87	13/10/2015	ACM (PRS), COSEN and HPAU should carry out forensic analysis of Sallah patrol and submit report at the next meeting.	PRS COSEN HPAU	Done
88	13/10/2015	CIO should investigate Unit Commander Saminaka for failure to adhere to FRSC Operational Rules of Engagement and submit report to COMACE.	CIO	Done




89	13/10/2015	ACM (PRS) should conduct more research on definition of the terms Cycle, Motorcycle and Tricycle and submit report at the next meeting.	PRS	Done
90	13/10/2015	CTSO should fine-tune the proposal on the Implementation of the Approved Policy on Career Progression for Drivers and Riders in the Corps and present at the next meeting.	CTSO	Done
91	13/10/2015	DCM (AHR) should obtain authentic list of Marshals who participated and passed ICDL programmes and present their names to Management for consideration of their additional educational qualification.	AHR	Done
92	13/10/2015	ACM (F&A) should prepare a letter for COMACE signature directing General Manager of commercial banks not to approve loan facility to FRSC staff without the approval of Corps Marshal or his representative.	F&A	Done
93	13/10/2015	DCM (AHR) should appoint ACM (MPD) to head FDP to try executives that mismanage any Cooperative fund.	AHR	Done
94	13/10/2015	DCM AHR and CS should transfer examination script to staff confidential file for record purpose.	AHR CS	On-going
95	13/10/2015	SACOMACE should study the FRSC Web Applications, recommend those that should be merged or collapsed and present report at the next meeting.	SA	Done
96	13/10/2015	CMRO should go ahead with the implementation of the recommendations on SOP for rescue activities and clearance of obstruction involving hazardous materials as approved and update Management at the next meeting.	CMRS	Done
97	13/10/2015	CMRO should suspend action on implementation of the Guidelines on SOP for referral of critical traffic offenders to psychiatric hospital.	CMRS	Done



98	13/10/2015	DCM (Ops) should remind members to study the SOP for Recalling of Staff, collate and reflect input then present it at the next meeting.	Ops	Done
99	13/10/2015	CS should consults other sister organizations as regards ranking of professionals and present report on or before 27 October, 2015.	CS	Done
100	13/10/2015	DCM (TSSD), ACM (F&A) HPAU, Reps. of AHR and CS should study the report on Ways of Improving Welfare of FRSC Staff for immediate, medium and long term implementation and present report at the next meeting.	TSSD	On-going
101	13/10/2015	SACOMACE should organize a detail presentation on the status of the System Application Product during Management meeting of Tuesday 29 September, 2015.	SA	Done
102	13/10/2015	DCM (TSC), ACM (CAS) and PIO should work out a proposal for two days indoctrination training for UCs at the FRSC Academy after the 2015 promotion exercise and present at the next meeting.	TSC PIO Ops	Done
103	13/10/2015	DCM (AHR) and CS should meet COMACE to set up personnel audit of RSHQ and update Management at the next meeting.	AHR CS	Done
104	13/10/2015	CS should ensure follow-up to the ratification of FRSC 2014 Conditions of Service with the Head of Service of the Federation.	CS	On-going
105	13/10/2015	DCM (AHR) and CS should redeploy newly recruited staff posted to RSHQ and Zonal Command Headquarters to Sector and Unit Commands for field patrol experience as well as the excess and overstayed staff at the DLC workstations.	AHR CS	Not Done
106	13/10/2015	DCM (AHR) and CS should compile list of staff trained for post-trauma care and deploy them as appropriate.	AHR CS	Done

107	13/10/2015	DCM (TSC) should represent the proposed draft copy of Ethics, Customs, and Values for FRSC at the next meeting.	TSC	Done
108	13/10/2015	DCM (TSC) should properly reflect inputs of members in the revised FRSC Education Policy and present draft at the next meeting.	TSC	Done
109	20/10/2015	The Ag. MR (ISO) should liaise with CMRO to design and develop job functions for the FRSC Clinic Administrator.	MR (ISO)	Done
110	20/10/205	CS should forward the report of ISO Audit from Ag. MR (ISO) to the Clinic Administrator.	CS	Done
111	20/10/205	DCM (TSC) should work out one week training for the FRSC Clinic Administrator and his staff Officer at the National Hospital.	TSC	Done
112	20/10/205	CIO should crosscheck the list of qualified Marshals presented against the previous list signed by the immediate past COMACE and present at the next meeting.	CIO	Done
113	20/10/205	SA-COMACE and CPRO should work out the production of 2,000 booklets of notice of offence sheet for use by the Special Marshals and some Commands.	SA CPRO	Done
114	20/10/205	ACM (PRS), SA-COMACE and COSEN should print four (4) copies of the WHO Global Report in colour highlighting areas of concerns for COMACE attention.	PRS SA COSEN	Done
115	20/10/205	DCM (AHR), CLA, CS and CIO should ensure implementation of the corrections in the Reviewed FRSC Education Policy (2015) as approved and present the corrected copy at the next meeting,	AHR CLA CS CIO	Done
116	20/10/205	DCM (TSC) should include the name of DCC Lawal D Shehu, C-01452, RSHQ (CS) in the list of Officers nominated for the 2016 Course at National Security Institute, Bwari, Abuja.	TSC	Done



117	20/10/205	DCM (AHR) and CS should post the ex-NDA instructors to FRSC Academy and Training School	AHR CS	Done
118	20/10/205	DCM (TSC) should ensure training of ex-NDA instructors on APC driving skills	TSC	Done
119	20/10/205	DCM (TSC) should liaise with ACM (PRS) to identify countries where FRSC instructors could get the best training on specialized vehicles.	TSC	Done
120	20/10/205	CS should convey Management commendation to ARC Ajagun Kayode Isaac for his exceptional uprightness and integrity.	CS	Done
121	20/10/205	CIO should find out the detail of the Marshal who returned N600,000.00 being excess payment of salaries and inform Management on the action taken.	CIO	Done
122	20/10/205	DCM (Ops) should write a circular that any Commanding Officer whose FRSC vehicle is found in unauthorized places such as beer parlor, night clubs etc would be recalled, removed and be subjected to appropriate disciplinary action.	Ops	Done
123	20/10/205	CLog should update the list of FRSC vehicles involved in crashes and forward to COSEN for onward submission to Management at the next meeting.	CLog	Done
124	20/10/205	CLA, CLog and CIO should make discreet investigation on the tanker that rammed into the Corps tow-truck and report back to COMACE.	CLA CLog CIO	Done
125	20/10/205	CLA should prepare the list of Chief Judges that contributed in the conduct of mobile court sittings and forward to COMACE for appreciation letter and the Corps Official Plaque to be presented to them.	CLA	Done

126	20/10/205	CLA should update the records of FRSC staff knocked down by offenders while on patrol from 2013 to date and submit report at the next meeting.	CLA	Done
127	20/10/205	DCM (AHR), DCM (TSC) and CTSO should revisit the previous drivers/riders training of 3 staff Field Command and 5 staff from FCT Command in phases.	AHR TSC CTSO	On-going
128	20/10/205	DCM (Ops) should direct Sector Commander RS7.1 FCT to stop charging organization that requested for FRSC services unreasonable amount of money.	Ops	Done
129	20/10/205	CLog should liaise with National Coordinator (SM) for his pledge to provide two (2) new air conditioners to the e-library	CLog	Done
130	20/10/205	CLog should liaise with ACM (CAS) for the purchase of two (2) new air conditioners for two offices in CS	CLog	Done
131	20/10/205	CS should convey Management decision to SACOMACE to release two sets of desktop computer to be dedicated for posting in AHR and CS on or before 23 October, 2015.	CS	Done
132	20/10/205	CMRO and Rep. of DCM (Ops) should make presentation on classification of documents at the next meeting.	CMRO	Done
133	20/10/205	CS should write to CLog to include National Coordinator (SM) in the allocation of new official vehicles and copy COMACE.	CS	Done
134	20/10/205	DCM (Ops), DCM (TSC), ACM (CAS), CS, CA, and HPIO should deliberate on the cost implication of the indoctrination training of UCs and present report to COMACE.	Ops	On-going

135	20/10/2015	CMRO should liaise with DCM (AHR) to collate the list of deceased staff in 2015, carry out comparative analysis with 2014, highlight the nature of sickness/death and make presentation on 27 October, 2015.	CMRO	Done
136	20/10/2015	ACM (PRS) should develop a directory of recognized experts in road transportation Nationally and Internationally.	PRS	Done
137	20/10/2015	ACM (CAS) and ACM (MPD) should proceed on a fact finding mission to the Ministry of Education on the necessary requirements for accreditation of FRSC Institutions.	Ops TSC	On-going
138	20/10/2015	CS and CIO should ensure that staff with high integrity is in charge of staff confidential files.	CS CIO	Done
139	20/10/2015	SA-COMACE and CA should verify the distribution of desktop computers and printers in 2014 and forward to COMACE	SA CA	Done
140	20/10/2015	CS should convey Management appreciation to National Coordinator (SMP) for furnishing DCM (SMP) office and the provision of 2 units of Air Conditioner to the e-library.	CS	Done
141	20/10/2015	DCM (MVA) SA-COMACE and ACM (F&A) should pay an unofficial visit to the Chairman Salaries and Wages Commission to discuss modalities on severance package and report to Management.	MVA SA F&A	Done
142	20/10/2015	DCM (AHR) should forward all issue on promotion, retirement, termination etc which are to be gazetted to COMACE before 27 October, 2015.	AHR	Done
143	20/10/2015	DCM (Ops), ACM (PRS), CMRO, COSEN, HSAP should work on activating the RTI portal and submit report at the next meeting.	Ops	Done
144	20/10/2015	Nodal Officer (SERVICOM) should assign an IT Officer to be monitoring FRSC website and social media for effective and efficient service delivery	SERVICOM	Done

145	20/10/2015	DCM (SMP) should fully involve CPEO in the organization of "Do Not Drink and Drive" (DDD) Media Briefing in Lagos.	SMP	Done
146	20/10/2015	ACM (PRS) should incorporate the three sponsored Special Marshals among participants to the PRI conference in Brazil.	PRS	Done
147	20/10/2015	CTSO should present the report of extra seat construction by fleet operators at the next meeting	CTSO	Done
148	20/10/2015	CTSO should liaise with CS for redeployment of trained TSOs to appropriate Commands.	CTSO	Done
149	20/10/2015	CIO should submit the report on monitoring of compliance to patrol conducts by patrol teams to DCM (Ops) for further action.	CIO	Done
150	20/10/2015	CIO should ensure proper prosecution of the FRSC impersonators arrested by the Governor of Ekiti state.	CIO	Done
151	20/10/2015	DCMs, CS and CIO should meet COMACE after the meeting to discuss issue on FRSC Cooperative and brief Management on the decision reached at the next meeting.	CS	Not Done
152	20/10/2015	CIO should investigate Unit Commander Saminaka for failure to adhere to FRSC Operational Rules of Engagement and submit report to COMACE.	CIO	Done
153	03/11/2015	CLog should monitor the deployment of World Bank donated FRSC vehicles along designated corridors and ensure that the vehicles are tracked.	CLog	Done

154	03/11/2015	DCM (Ops) should ensure that Officers working on the report on World Bank expedite action, produce its summary and make it ready for the consultants.	Ops	Done
155	03/11/2015	CIO should identify Commanding Officers that take their official staff cars and patrol vehicles to unwholesome locations for disciplinary action.	CIO	Done
156	03/11/2015	CIO should conduct a full investigation into the alleged leakage of 2015 CRCs Promotion Examination in FRSC Academy, Udi and report to COMACE on 8 November, 2015	CIO	Done
157	03/11/2015	ACM (F&A) should avail CIO fund to travel to FRSC Academy, Udi to investigate report on alleged leakage of 2015 CRCs Promotion Examination.	F&A	Done
158	03/11/2015	PSO should liaise with CLog to ensure deployment of six (6) bikes and patrol vehicles for special patrol operations to check the excesses of traffic light disobedience in FCT.	PSO CLog	Done
159	03/11/2015	ACM, (Fed Ops) should coordinate the special patrol on traffic lights disobedience in FCT and report to COMACE	Ops	On-going
160	03/11/2015	DCM (Ops) and CLog should work together on the distribution of newly acquired patrol vehicles among Commands	Ops CLog.	Done
161	03/11/2015	CIO should include the list from Cooperative staff to verify Marshals who served for ten (10) years and above and acquired additional qualification without approval and report back to Management.	CIO	Done

162	03/11/2015	DCM (AHR) should make a memo to COMACE to get the period the gazette should cover.	AHR	Done
163	03/11/2015	DCM (TSSD) should re-present the presentation on how to improve staff welfare in the presence of Chairman.	TSSD	Done
164	03/11/2015	Committee on the proposed anthems should fuse the four (4) anthems into one and present to Management in the next meeting.	TSSD	Done
165	03/11/2015	DCM (TSSD) as Chairman, Rep. (AHR), Rep (CS) CMRO, HSAP, HPAU, ACM (MPD) should meet and develop a policy on filing system and confidentiality of classification of document for the Corps and present the report in a fortnight.	TSSD MPD AHR CS CMRO HSAP HPAU	Done
166	03/11/2015	ACM (MPD) should forward his presentation in the form of a memo to COMACE.	MPD	Done
167	03/11/2015	ACM (MPD) should bring back the presentation on his visit to Federal Ministry of Education for deliberation.	MPD	Done
168	03/11/2015	PSO should draw out the job schedule for Head, SAP.	PSO	Done
169	03/11/2015	CP should carry out further investigation into the issue of flying of flag and re-present to Management for consideration.	CP	Done
170	03/11/2015	CS should issue commendation letter to DCC HT Mohammed for exemplary conduct during the 2015 Holy Pilgrimage.	CS	Done

171	03/11/2015	DCM (TSC) and ACM (CAS) should work on developing a curriculum for training drivers on APC and submit progress report at the next meeting.	TSC CAS	Done
172	03/11/2015	DCM (TSC) should determine the possibility of training cadets on driving skills at Police Academy, Wudil Kano state and submit report at the next meeting.	TSC	Done
173	03/11/2015	CS should redeploy trained TSOs to appropriate Commands.	CS	Not Done
174	03/11/2015	CMRO should produce Guidelines on referral of critical traffic offenders to psychiatric hospital.	CMRS	Done
175	01/12/2015	MR (ISO) should direct System Auditors attached to Departments and Corps Offices to undertake mock audit of the offices preparatory to the Surveillance Audit on Friday 04 December, 2015.	MR	Done
176	01/12/2015	SACOMACE should write CS to forward all minutes of Management meetings for COMACE endorsement.	SA	Done
177	01/12/2015	HPIO should set up a Review Committee that would review all completed APER forwarded to RSHQ and inputs of members on the content of APER after the window period elapse by 31 January 2016.	PIO	On-going
178	01/12/2015	CS should forward the proposal for Marshals Promotion Exercise to COMACE before close of work on Tuesday 01 December, 2015.	CS	Done
179	01/12/2015	HPAU should ensure ensuring that National Executive Council (NEC) deliberate on the National Road Safety Strategy (NRSS) document and approval is given before the end of 2015.	PAU	Not Done

180	01/12/2015	HPIO should liaise with DCM (TSSD) on the verification of the status and location of the 180 staff whose ID cards were returned from Field Commands and report to Management at the next meeting.	PIO	Done
181	01/12/2015	HPAU should collate all the awards won by the Corps in 2015 and present to Management during the next meeting.	PAU	Done
182	01/12/2015	ACM (PRS) should prepare the Template for 2015 FRSC Annual Report and forward to COMACE on or before 08 December, 2015.	PRS	Done
183	01/12/2015	ACM (PRS) and SACOMACE should ensure that all outdated posts on FRSC portal are retrieved and the portal updated regularly.	PRS SA	Done
184	01/12/2015	MR (ISO) should develop a policy on the display of awards by the Corps for reference purpose.	MR	Done
185	01/12/2015	ACM (PRS) should create a section in Library where obsolete awards would be displayed once they are retrieved from the main display stand.	PRS	Done
186	01/12/2015	SACOMACE should write letter to State Governors for assistance towards the forthcoming End-of-the-year patrol using the previous templates.	OPS	Done
187	01/12/2015	DCM (AHR), ACM (F&A) and CS should make a proposal to SGF towards payment of the reparation allowance for staff who disengaged in 2014	AHR F&A CS	Done

188	01/12/2015	CS should raise a circular to Commanding Officers to encourage their staff to regularly reconcile their pension account with their PFAs to foreclose any anomaly before their retirement.	CS	Done
189	01/12/2015	SACOMACE should write to the Clerk of the National Assembly requesting for 3 rooms office accommodation to set up NDJ Workstation before close of work on 01 December, 2015.	SA	Done
190	01/12/2015	DCM (TSC) should ensure that any identified Driving School involved in malpractices is de-certified and highlighted in the summary of e- Dashboard analysis.	TSC	On-going
191	01/12/2015	DCM (MVA) should punish any staff found to collude with any Driving School that flouts the laid down procedure for obtaining NDJ.	MVA	Done
192	01/12/2015	CPEO should forward to COMACE the request and approval of the eight (8) FRSC Band outing as contained in the Week 48 e-Dashboard analysis before next meeting.	CPEO	Done
193	01/12/2015	DCM (AHR) should implement the new PIN prefix for drivers and riders and submit compliance report at the next meeting.	AHR	Done
194	01/12/2015	SACOMACE should ensure that SAP is optimally utilized in the Corps Human Resource Management and submit progress report at the next meeting.	SA	Done
195	01/12/2015	DCM (Ops) should direct Sector Commander RS1.3 Katsina to address the increase in RTC within Katsina metropolis.	OPS	Done
196	01/12/2015	DCM (Ops) and COSEN should collaborate with the Ministry of Works and road construction companies working along Lokoja-Abuja road for more proactive measures to curtail the rising trend of RTC along the road.	OPS	Done




197	01/12/2015	DCM (TSC) should ensure training of truck and articulated vehicle drivers in order to tame down the trend of casualties on the road.	TSC	Done
198	01/12/2015	DCM (TSSD) should take care of the observations made in the Draft SOP for receiving dignitaries in RSHQ and re-submit at the next meeting.	TSSD	Done
199	01/12/2015	ACM (Admin) should present the issue of request for special allowances for fuelling and maintenance of vehicles to ACMs in RSHQ that are not Heads of Departments or Corps Officers at the next meeting.	DCM AHR	Done
200	01/12/2015	Chairman Mega Cooperative should request for the list of Zuba land beneficiaries from the HOU (Housing) as well as upload memo in the FRSC website requesting beneficiaries to send their information to Mega Cooperative.	CA	On-going
201	01/12/2015	The Secretary, Post Service Scheme should work with ACM (F&A) on the process of forwarding alert on staff account status and report back to Management within two weeks.	PSS	Done
202	01/12/2015	DCM (AHR) and CS should peruse the Public Service Rules and search out relevant areas that would be of immense benefit to staff upon which the Corps can leverage on.	AHR CS	Done

203	01/12/2015	DCM (MVA) should work out modalities for clearing out the backlog of unclaimed NDL(s) in RS11 Osogbo.	MVA	Done
204	01/12/2015	CS should ensure follow-up to the ratification of FRSC 2014 Conditions of Service with the Head of Service of the Federation.	CS	On-going
205	08/12/2015	Flowing from the remarks, Management decided that CS should release a circular that only staff indicted of patrol and drivers' license misconducts would be brought to RSHQ for investigation.	CS	Done
206	08/12/2015	DCM (TSSD) should implement the following: a. Produce ID cards for staff whose ID Card have expired or lost. b. Produce new ID cards for all CCs and above in RSHQ. c. Inform all ZCOs to come with their dress No 4 for physical capture for the new ID card during COMACE strategic session on Monday 14 December, 2015.	TSSD	Done
207	08/12/2015	DCM (Ops) should direct ZCO RS10 Sokoto to engage State Governments and stakeholders in the sensitizing program on effect of overloading along Sokoto - Gusau road.	Ops	Done
208	08/12/2015	ACM (PRS) and COSEN should direct their Desk Officers in Zone RS10 to carry out a research on the causes of incessant road traffic crashes along Sokoto - Gusau Road	PRS COSEN	Done

209	08/12/2015	ACM (F&A) should release retirable sum of seventy five thousand Naira only (N75,000.00) to Zone RS10 PRS and COSEN Desk Officers to conduct research on the causes of RTCs along Sokoto-Gusau Road	F&A	Done
210	08/12/2015	DCM (TSSD) should source for a Chinese Translator to translate Manual of Radar Guns donated by World Bank from Chinese language to English language.	TSSD	On-going
211	08/12/2015	DCM (Ops) should direct safe corridor Commands to ensure that operational tools donated by World Bank were put to optimal use.	Ops	Done
212	08/12/2015	DCM (MVA), ACM (PRS) SA, ACM (MPD) and ACM (Fed Ops) should proffer ways through which IT could be deployed for the Corps operational activities and present at first meeting of 2016.	MVA	Done
213	08/12/2015	CP should convey as follows: a. Senior Officers could fly flag on official vehicle while on mufti but the driver and Orderly must wear their uniform. b. On no account should FRSC official vehicles be driven by drivers on mufti.	CP	Done
214	08/12/2015	DCM (TSSD) should forward the SOP on receiving guests in FRSC to MR ISO for possible inclusion in Quality Manual.	TSSD	Done
215	08/12/2015	CPEO should get a NAN alert on FRSC clamp down on illegal driving schools.	CPEO	Done
216	08/12/2015	DCM (TSC) should ensure that the representatives of driving schools are included in the Task Force on clamp down on illegal driving schools.	TSC	Done

217	08/12/2015	Chairman Mega Cooperative should request for the list of Zuba land beneficiaries from the HOU (Housing) as well as upload memo in the FRSC website requesting beneficiaries to send their information to Mega Cooperative.	CA	Done
218	08/12/2015	DCM (Ops), CS, HPAU, HPIO should capture the need for information dissemination and feedback mechanism in the content of the forth-coming strategic session with Commanding Officers.	Ops CS HPAU HPIO	On-going
219	08/12/2015	HOS (Pension) should present a brief to Management on the status of Pension Fund Administration in the Corps during the meeting of 24 November, 2014.	AHR	Done
220	08/12/2015	SACOMACE should reach out to ZCOs RS5 and RS11 on the complaints of staff without official e-mail address and those with challenges.	SA	Done
221	08/12/2015	DCM (AHR) and CS are to peruse PSR and search out relevant areas that would be of immense benefit to staff upon which the Corps can leverage.	AHR CS	Done
222	08/12/2015	DCM (TSSD) should make further enquiries on rank equivalent of FRSC staff against other Military and Paramilitary Agencies and report to Management during next meeting.	TSSD	Done
223	08/12/2015	Committee on the proposed anthems should fuse the four (4) anthems into one and present to Management in the next meeting.		On-going
224	08/12/2015	DCM (TSSD), ACM (MPD), CMRO, HPAU, Reps of AHR and CS should meet and develop a policy on filling system and confidentiality of classification of document for the Corps and present the report in a fortnight.	TSSD MPD CMRO HPAU	Done

225	08/12/2015	CLA should ensure that NRTR 2012 is gazetted and update Management at the next meeting.	CLA	Done
226	08/12/2015	CP should consult other sister organizations as regards ranking of professionals and present report on or before 27 October, 2015.	CP	Done
227	23/12/2015	CTSO should write a circular ensure that Marshals (Drivers/Riders) possess Trade Test certificate as, part of the pre-requisite for their next promotion.	CTSO	Done
228	23/12/2015	CLog to monitor the renovation work going on at Beneshiek and Dogon Kuka Commands while patrol operations should be put on hold.	Clog	On-going
229	23/12/2015	HPAU should create sub-items under each of the approved Corporate Strategic Goals and circulate to all FRSC Commands and formations.	HPAU	Done
230	23/12/2015	DCM (Ops) should re-schedule ACM (F&A), CLog, CA and CPRO to areas close to Abuja for end of the year patrol.	Ops	Done
231	23/12/2015	DCM (AHR) should inform Marshals that Management granted waiver to only the 263 Marshals who obtained ICDL, had additional qualifications and spent ten years in the service.	AHR	Done
232	23/12/2015	DCM (TSC) should forward the list of trained RMA drivers to CTSO	TSC	On-going
233	23/12/2015	CTSO should ensure the certification of the RMA drivers trained at FRSC Training School, Jos	CTSO	
234	23/12/2015	CLog and PSO should work out modalities for the repairs of fallen masts and faulty equipment donated by World Bank.	CLog PSO	On-going
235	23/12/2015	DCM (MVA), ACM (PRS) SA, ACM (MPD) and ACM (Fed Ops) should proffer ways through which IT could be deployed for the Corps operational activities and present at first meeting of 2016.	MVA	Done



236	23/12/2015	ACM (F&A), CBO and CA should meet and propose a token to be given to ACMs who were not HODs/COs for maintenance of their official vehicles with effect from December, 2015 while that of CCs who were not HOD/COs would commence in 2016.	F&A CBO CA	Done
237	23/12/2015	DCM (Ops) and Clog should work together on the distribution of newly acquired patrol vehicles among Commands.	Ops Clog	Done

SUMMARY OF 4RD QUARTER 2015 MANAGEMENT ACTION SHEET

DONE	205
ON-GOING	31
NOT DONE	34

	270

Thank You

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