




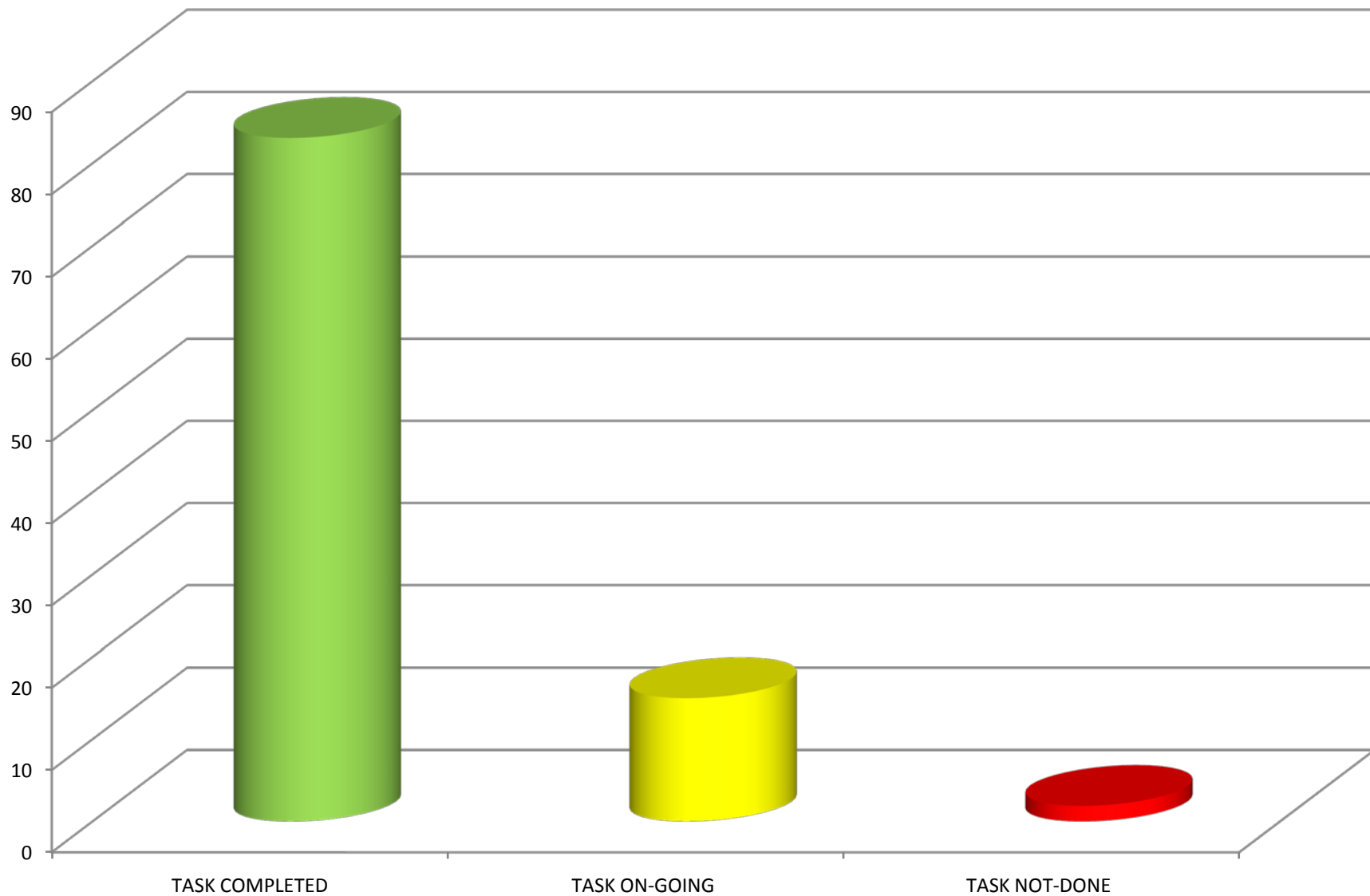
# FEDERAL ROAD SAFETY CORPS

VERIFIED ACTION STATUS  
OF  
MANAGEMENT ASSIGNED TASK  
FOR JAN - JUN  
2012

S/N	DEPTS/COS/UNIT	TOTAL NO. OF ACTIONABLE ITEMS	% COMPLETED 	% ONGOING 	% NOT DONE 
1	CPL	1	1 (100)	-	-
2	CA	7	7 (100)	-	-
3	CTSO	11	11 (100)	-	-
4	CPRO	4	4 (100)	-	-
5	CLOG	27	23 (85.2)	4 (14.8)	-
6	CPEO	26	24 (92.4)	1 (3.8)	1 (3.8)
7	F&A	9	8 (88.9)	1 (11.1)	-
8	AHR	26	24 (92.4)	2 (7.6)	-
9	CP	18	15 (83.3)	3 (16.7)	-
10	SMP	7	6 (85.7)	1 (14.3)	-
11	CIO	11	9 (81.8)	2 (18.2)	-
12	SED	13	13 (100)	-	-
13	CLA	23	18 (78.3)	4 (17.4)	1 (4.3)
14	MVA	7	6 (85.7)	1 (14.3)	-
15	SA-COMACE	5	5 (100)	-	-
16	CMRO	17	13 (76.5)	4 (23.5)	-
17	CS	13	9 (69.2)	4 (30.8)	-
18	OPS	50	39 (78)	10 (20)	1 (2)
19	TSC	12	9 (75)	3 (25)	-
20	PIO	5	3 (60)	2 (40)	-
21	MR. ISO	4	3 (75)	1 (25)	-
22	PAU	5	3 (60)	2 (40)	-
23	PRS	9	6 (66.7)	1 (11.1)	2 (22.2)
24	RESEARCH CONSULTANT	4	2 (50)	1 (25)	1 (25)

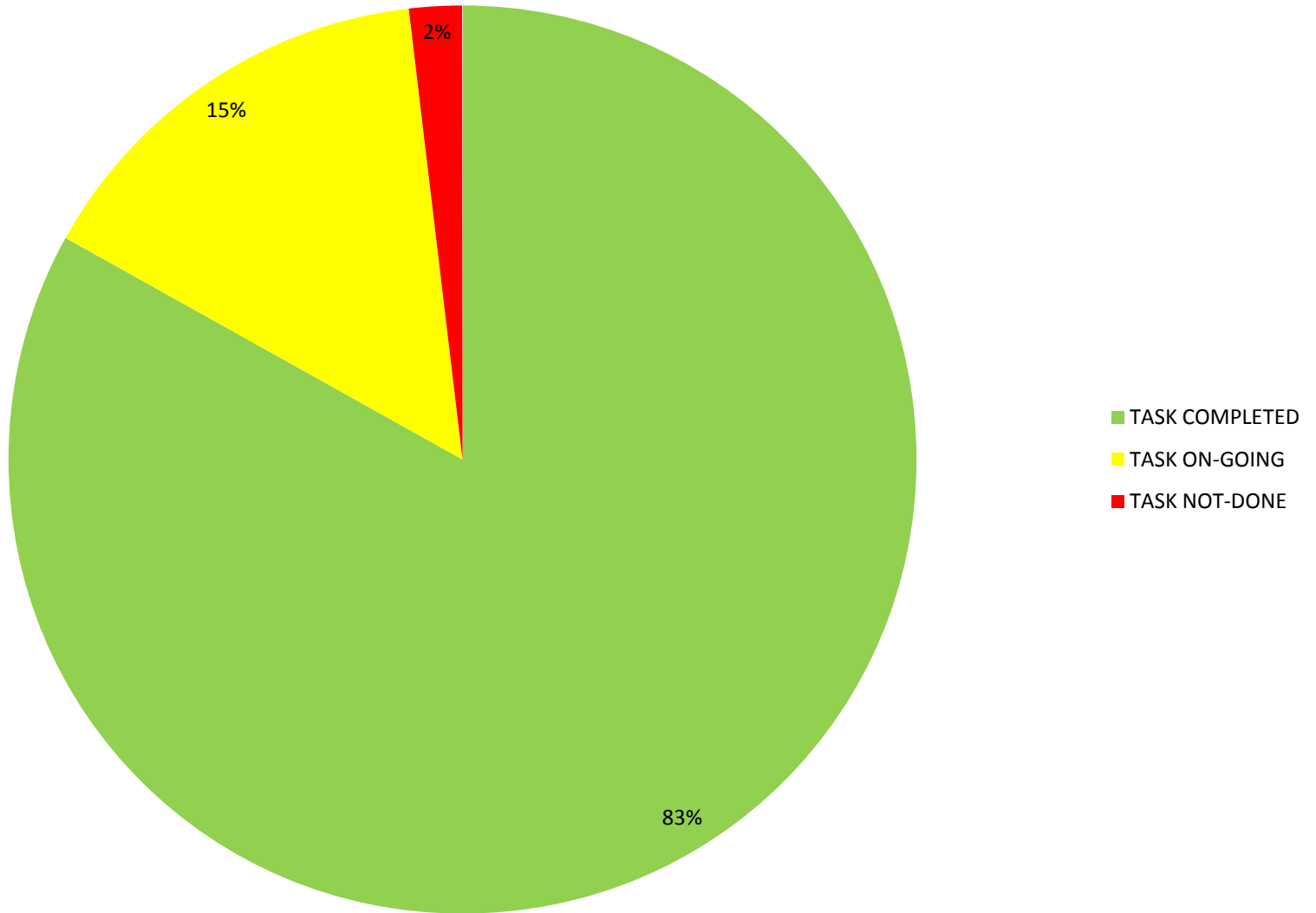
TOTAL AVERAGE TASK COMPLETED - 83.1%  
TOTAL AVERAGE TASK ONGOING 15%  
TOTAL AVERAGE TASK NOT DONE - 1.9%

# ACTION STATUS OF MGT ASSIGNED TASK 2012



TOTAL AVERAGE TASK COMPLETED - 83.1%  
TOTAL AVERAGE TASK ONGOING - 15%  
TOTAL AVERAGE TASK NOT DONE - 1.9%

# ACTION STATUS OF MGT ASSIGNED TASK 2012



TOTAL AVERAGE TASK COMPLETED	-	83.1%
TOTAL AVERAGE TASK ONGOING	-	15%
TOTAL AVERAGE TASK NOT DONE	-	1.9%

**ACTION STATUS OF MANAGEMENT ASSIGNED TASK 2012**  
**FOLLOW-UP OF ACTION SHEETS OF FRSC MANAGEMENT MEETINGS**  
**FOR JANUARY TO JULY 2012**  
**BY THE PROJECT IMPLEMENTATION OFFICE**  
**RSHQ ABUJA,**

**ACTION KEYS**

i. GREEN	- TASK DONE	=	186
ii. YELLOW	- TASK ON-GOING	=	53
iii. RED	- TASK NOT DONE	=	2
iv. BLUE	- TASK NOTED	=	4
v. WHITE	- TASK NOT VERIFIED	=	NIL

**ACTION SHEET OF MANAGEMENT MEETING FOR 2012**

S/N	DATE OF MEETING	ACTION	ACTION BY	ACTION STATUS	COMMENTS
1	07/02/2012	Management representative on ISO should be attending Management meetings to brief members on ISO related matters.	OPS	DONE	
2	07/02/2012	TSC should develop a template for testing staff knowledge as regards activities in all Departments and Corps Offices.	TSC	DONE	
3	07/02/2012	SED should identify exposed pedestrian walkways in Abuja and write a letter to the FCT Minister recommending the construction of protective barriers.	SED	DONE	

4	07/02/2012	CLOG should forward on update on the regulations of commercial tow-trucks and present in the next meeting.	CLOG	DONE	
5	07/02/2012	CLOG should liaise with Field Commands to identify FRSC over speeding drivers for punitive measures.	CLOG	DONE	
6	07/02/2012	CTSO should write to fleet operators intimating them on the use of Speed Governors.	CTSO	DONE	
7	07/02/2012	Free Safety Checks on vehicles should be re-introduced and sporadic enforcement on overloading be carried out.	OPS	ON-GOING	
8	07/02/2012	ACM (AHR) should issue a query to HOS (DSSP) for failure to render report on the activities of DSSP Unit for publishing on the dashboard of Week 5.	AHR	DONE	
9	07/02/2012	ACM (AHR) should prepare a brief on the acronym of CM1 and ACM1 present in the next meeting.	AHR	DONE	
10	07/02/2012	ACM (AHR), CLA, TSC, CA and CS should come up with a detailed Conversion Policy and present in two weeks.	AHR, CLA, TSC, CA, CS	DONE	
11	07/02/2012	SED should present a comprehensive report on vehicle type approval in the next meeting.	SED	DONE	
12	07/02/2012	SED should request for standard approval on the use of Opel Vectra vehicles for commercial purpose in the country and present in 2 weeks.	SED	DONE	
13	07/02/2012	CLA should amend the relevant portions of the FRSC Conditions of Service to capture Policy on Age to Rank in the Corps and present in the next meeting.	CLA	ON-GOING	
14	07/02/2012	CLA should produce number of mobile courts convictions with names and details of offenders fom 2009 till date and present in the next meeting.	CLA	ON-GOING	
15	07/02/2012	DCM (OPS) should provide details of RSHQ staff deployed to Field Commands or Operation Zero exercise that failed to perform their duties.	OPS	DONE	

16	07/02/2012	Ag. HOD (SED) should liaise with the appropriate authority for the provision of road furniture where they are not available.	SED	DONE	
17	07/02/2012	DCM (OPS) should present a report on Comparative Analysis of Dashboard for 2010 and 2011.	OPS	DONE	
18	07/02/2012	Dress Protocol Standing Committee should make a presentation to Management on shades of uniforms to be adopted by the Corps.	OPS	ON-GOING	
19	07/02/2012	DCM (Ops) and CLOG should liaise on the even distribution of patrol vehicles , tow trucks and ambulances among Commands based on need.	OPS, CLOG	DONE	
20	07/02/2012	DCM (Ops) and CMRO should take inventory of non-functional and inappropriately used CUG in the Field Commands and Hospitals.	OPS, CMRO	ON-GOING	
21	07/02/2012	CLOG should provide details of states that donated vehicles to the Corps.	CLOG	DONE	
22	07/02/2012	CPEO should prepare letters of appreciation and courtesy visits for COMACE to Military, Para-military and other stakeholders that assisted the Corps during "Operation Zero Tolerance- 2011".	CPEO	DONE	
23	07/02/2012	CLA to forward names of Sector Commanders that refused to release mobile courts funds to their Legal Officers.	CLA	DONE	
24	07/02/2012	CP should collect staff list of Departments and Corps Offices in RSHQ for the purpose of taking attendance during COMACE Walking/Jogging and other activities.	CP	ON-GOING	
25	07/02/2012	CIO and CP should carry out a SWOT Analysis of the new Office Complex.	CIO, CP	DONE	
26	07/02/2012	CP should check loitering and general indiscipline among staff in the Office.	CP	DONE	
27	07/02/2012	CP should liaise with AHR and CS on staff deployment to his Department.	AHR, CS, CP	DONE	

28	07/02/2012	PIO should send another reminder to HODs and Corps Officers to forward their strategic objectives of their Offices latest by Thursday 9. February 2012.	PIO	DONE	
29	07/02/2012	CPL should forward a reminder to HODs and Corps Officers that were yet to present their Standard Operating Procedure (SOP).	CPL	DONE	
30	07/02/2012	Project Consultant should make a presentation to Management in a fortnight.	Project Consultant	DONE	
31	07/02/2012	TSC and Project Consultant should develop a training schedule on Road Safety Audit for staff.	TSC Consultant	ON-GOING	
32	14/02/2012	Roadworthiness certificates should be included in the existing checklist during free safety checks on vehicles.	OPS	NOT DONE	
33	14/02/2012	TSC should liaise with MR (ISO) to design a format to be adopted for curriculum development on in-house lectures and test of understanding as done with ISO training recently.	TSC, MR (ISO)	DONE	
34	14/02/2012	OPS should verify the nil reports on the in-house lectures posted on the dashboard for week 6 for Zones RS1 Kaduna, RS2 Lagos, RS6 Port Harcourt and RS12 Bauchi.	OPS	DONE	
35	14/02/2012	CTSO should draft a letter to the FCT Minister on the establishment of FRSC office in the new motor park project.	CTSO	DONE	
36	14/02/2012	SMP should liaise with the National Bureau of Statistics and come up with a list of all primary and secondary schools in the country to determine how many of them have Road Safety Clubs.	SMP	DONE	
37	14/02/2012	SMP should make a list of all Honorary Special Marshals and present in the next meeting.	SMP	DONE	
38	14/02/2012	OPS, TSC, CPEO and MR (ISO) should design a training module including post training assessment methods for offenders and present in two weeks.	OPS, TSC, CPEO, MR (ISO)	DONE	
39	14/02/2012	CMRO should verify the status of ambulances allocated to the Zebra units.	CMRO	DONE	



40	14/02/2012	Field Commands should intensify and sustain the enforcement of overloading and riding motorcycle without helmet violations.	OPS	DONE	
41	14/02/2012	OPS, CLA and SA should workout details of offenders convicted by mobile courts between 2009 till date in a simple format and present to Management in two weeks.	OPS CLA SA	DONE	
42	14/02/2012	CMRO should contact Chief Medical Directors of Hospitals with CUGs to verify problems with them and report back to Management.	CMRO	DONE	
43	14/02/2012	Condition for ownership of minimum of five trucks should be deleted from the proposal.	CLOG	DONE	
44	14/02/2012	CPRO, CLA, CLOG and CTSO should work on the proposal for the concessioning of FRSC towing activities on six corridors to see its workability.	CPRO CLA CLOG CTSO	DONE	
45	14/02/2012	CLOG should communicate to Commands with cases of abandoned, burnt, vandalized or damaged for prompt removal after necessary documentation.	CLOG	DONE	
46	14/02/2012	DCM (OPS) should present each actionable item on a separate memo from the Plan of Action adopted by Operations Department after its First Quarter 2012 Workshop that was held on Saturday 4 <sup>th</sup> February with the theme "Actualizing 2012 FRSC Strategic Goals: The Role of Operations Department".	OPS	DONE	
47	14/02/2012	Approval was granted by Management for the new ranking structure in the Marshal cadre of Chief Inspector (CI) and Assistant Chief Inspector (ACI) respectively.	AHR	DONE	
48	06/03/2012	PAU and Reserch Consultant should analyze the report on FRSC dashboard from 2009 to 2011 and compare its impact on decision making by the Corps.	PAU Research Consultant	ON-GOING	

49	06/03/2012	Universities should be invited to conduct research on level of compliance of the enforcement order.	PRS	NOT DONE	
50	06/03/2012	CMRO should ensure that Help Areas and Accident Clinics capture costs of basic medical treatment given to host communities.	CMRO	ON-GOING	
51	06/03/2012	The Constituted Editorial team should look at all FRSC documents dated form 2007 and come up with an e-journal for uploading on the FRSC website.	Ops, PRS, CPEO, Prof RC PM lead	ON-GOING	
52	06/03/2012	The establishment of Abuja Unit Command, Ihiala and Ekwulobia Unit Commands Anambra State was approved by Management.	OPS	DONE	
53	06/03/2012	Veteran Commanders should be deployed to start-up the approved Okene Unit Command.	OPS, CS	DONE	
54	06/03/2012	FCT Sector Command should be strengthened with personnel and vehicles to boost its operational activities and cover more areas.	OPS, AHR, CS, Clog	DONE	
55	06/03/2012	The approved Lokogoma and Zuba Unit Commands should operate in the interim form FCT Sector Command, while Nyanyan Unit Command should be strengthened to cover Kugbo axis and Keffi road.	Ops	DONE	
56	06/03/2012	The heavy tow-truck at Gwagwalada should be stationed midway between Gwagwalada and Keffi road to cover both axis in relation to response time.	OPS, Clog	DONE	
57	06/03/2012	Following the report of the Committee on the Review of FRSC Conversion Policy as presented by DCM (AHR) and comments by members, Management amended recommendations 3"a",3"q" and paragraph 7c of the presentation thus: a. Recommendation 3" a" - Candidates with HND from recognized institutions and specialised professional certificates (ANAN/ICAN) should be considered for conversion.	AHR	DONE	

		b. Recommendation 3" a" - pregnant women and nursing mothers will defer their participation to the following year provided they are not more than 40 years.	AHR	DONE	
		c. Para 7" c" of presentation - Officers of the rank of SRCs and above running Phd programme will be given 12 calendar months with pay to complete their course work while the remaining period will be on part time basis.	AHR	DONE	
		d. Management approved all the recommendations after amendments.	AHR	DONE	
58	03/04/2012	DCM (Ops) should draw the attention of ZCO, Zone RS3 Yola to beef up operational activities in the Zone.	Ops	DONE	
59	03/04/2012	ACM (SMP) should verify low returns on data posted for SMP activities for Week 13 from field commands.	SMP	ON-GOING	
60	03/04/2012	Clog should liaise with DCM (AHR) and forward names of drivers aged 50yrs and above.	Clog	ON-GOING	
61	03/04/2012	DCM (Ops) should apply appropriate disciplinary measures on FRSC drivers identified to be violating speed limits henceforth.	Ops	ON-GOING	
62	03/04/2012	Management decided that the administration of the heavy duty Tow-Truck located at City Gate should be handled by FCT Sector Command.	Ops, Clog	DONE	
63	03/04/2012	DCM (PRS) and CMRO should make provision for inclusion of sketch of RTC scene in the RTC Information form.	PRS, CMRO	DONE	
64	03/04/2012	CLA should work out the cumulative data on civil and criminal cases from 2007 to 2011 and re-submit to DCM (Ops) for presentation to management.	CLA	DONE	
65	03/04/2012	CIO should get the list of staff currently on further studies and verify that certificates were not obtained by proxy	CIO	ON-GOING	

66	03/04/2012	PIO should identify items in Departments and Corps Offices that needed evaluation.	PIO	ON-GOING	
67	03/04/2012	DCM (Ops), CMRO and Clog should work towards the strengthening of Ilesha unit command and road-side clinic	OPS, CMRO, Clog	ON-GOING	
68	03/04/2012	The following presentations on the agenda were deferred to the next meeting: a. Presentation by CLA on details of offenders convicted by mobile courts between 2009 till-date. b. Presentation by DCM (TSC) on Approval for Further Studies in respect of Officers whose Highest Qualification were less than university degree or its equivalent (HND Holders).	CLA, TSC	DONE	
69	03/04/2012	CLog should find suitable locations to hang the two wall clock donated by the 2011 set in national youth service corps members who served in RSHQ.	CP	ON-GOING	
70	03/04/2012	CP should write to field commands and inform them that provost staff posted as operational staff should revert to provost.	CP	DONE	
71	03/04/2012	ACM (MVA) should educate members on how to detect fake number plates.	MVA	DONE	
72	03/04/2012	ACM (MVA) should liaise with FCT Transport secretariat on the issue of vehicle identification Tag at registration point.	MVA	DONE	
73	03/04/2012	CPRO should issue circular to HODs and COs for collection of shortfall of uniform items for new staff under their purview.	CPRO	DONE	
74	03/04/2012	DCM (Ops), CIO, CA and Ag. HOD (F&A) should produce a guideline for staff on the procedure and requirement for obtaining bank loan.	OPS, CIO, CA, F&A	DONE	

75	03/04/2012	CP should maintain the closure of one entrance to the Zone 3 Office Complex for the meantime.	CP	DONE	
76	13/04/2012	SED should investigate the trend of RTC in Zones RS4 Jos RS7 Abuja, RS11 Osogbo and RS12 Bauchi as posted on the Dashboard for week 10 and present in the next meeting.	SED	DONE	
77	13/04/2012	CMRO should verify the leadership Newspaper report on RTC involving NYSC Corps members travelling from Owerri to Jalingo and report to DCM (Ops) before 1600hrs on Tuesday 13 March, 2012.	CMRO	DONE	
78	13/04/2012	CPEO should always make available photocopy of Newspaper publications on RTC to CMRO and SED.	CPEO	DONE	
79	13/04/2012	SED should ensure that SED Desk Officers in Field Commands live up to their responsibilities.	SED	DONE	
80	13/04/2012	CLA should work out the cumulative data on civil and criminal cases from 2007 to 2011 and re-submit to DCM (Ops) for proper presentation to Management.	CLA	ON-GOING	
81	13/04/2012	CS should always remind members to bring along to meetings, deferred presentations.	CS	ON-GOING	
82	13/04/2012	CLA should work out details of offenders convicted by mobile courts between 2009 till date and present in the next meeting.	CLA	ON-GOING	
83	13/04/2012	CMRO should liaise with HOS Communications to sort out the distribution line of CUGs supplied to Hospitals and report in 2 weeks.	CMRO	ON-GOING	
84	13/04/2012	PRS should extend the invitation on the research on level of compliance of enforcement order by the Universities to a local University in each state of the Federation including Abuja.	PRS	ON-GOING	
85	13/04/2012	The heavy tow-truck located at Gwagwalada should be relocated to the City Gate.	CLOG	DONE	

86	13/04/2012	DCM (TSC) should visit the earlier documents on approval for further studies and re-present to accommodate the new guidelines on Conversion Policy.	TSC	DONE	
87	13/04/2012	CS should look at all circulars on Management decisions relating to HND holders and furnish Management with details in two weeks.	CS	ON-GOING	
88	13/04/2012	CIO should get the list of staff currently on further studies and verify that certificates were not obtained by proxy.	CIO	ON-GOING	
89	13/04/2012	CS should prepare a compendium of circulars emanating from decisions of Management meeting for reference purpose.	CS	DONE	
90	13/04/2012	Management Staff should forward their inputs on the Road Traffic Crash Information Form (Field Report Form) to PRS before close of work on Thursday 15 March, 2012 presentation for Management approval.	PRS	DONE	
91	13/04/2012	DCM (Ops) should write a letter to the Inspector General Police (IGP), Civil Defence, State Security Service (SSS) and relevant stakeholders on the sustenance of enforcement on RMH.	OPS	DONE	
92	13/04/2012	All Zonal SMPs should read the package sent to them from ACM (SMP) and forward their reaction to Chairman's mail latest Tuesday 20, 2012.	SMP	DONE	
93	25/04/2012	DCM (Ops) should work with CIO and brief Management on further action as regards alignment and re-enforcement of Commands along critical corridors.	Ops CIO	DONE	
94	25/04/2012	ACM (AHR) should write and request for explanation from ZCO RS4 Jos, for the decline in TSC activities as posted on the Dashboard for week 16.	AHR	DONE	



95	25/04/2012	CPEO should verify the report on number of outing for FRSC band in week 16.	CPEO		
96	25/04/2012	CMRO should verify the conflict on the dates of RTC report involving 18 prospective youth Corpers and present in the next meeting.	CMRO	DONE	
97	25/04/2012	CMRO should hasten action on the strengthening of Ilesha Unit Command and Road-side Clinic within 24hrs.	CMRO	DONE	
98	25/04/2012	ACM (MVA) should present to Management sample of number plates and in-point security features to aid in identification.	MVA	DONE	
99	25/04/2012	DCM (Ops) should work with DCM (PRS), Ag. HOS (SED) and Research Consultant to design a format and produce a template for subsequent reports on special patrols.	Ops PRS SED Res Cons	DONE	
100	25/04/2012	DCM (Ops) should incorporate the observed deficiencies and represent the "Eagle eye" report in the next meeting.	Ops	DONE	
101	25/04/2012	Ekwulobia Unit Command should be changed to Igbo-Ukwu Unit Command.	Ops	DONE	
102	25/04/2012	Mainok Unit Command should be relocated to Bama.	Ops	DONE	
103	25/04/2012	Clog should look for accommodation to facilitate the relocation of Mokola Unit Command to Ibadan-Iwo road.	Clog	DONE	
104	25/04/2012	Clog should ensure that grounded vehicles in the designated corridors in Zone RS2 Lagos and RS11 Osogbo were functional within the next 2 weeks.	Clog	ON-GOING	
105	25/04/2012	DCM (OPS) should ensure that the re-alignment of Zones RS2 Lagos and RS11 Osogbo component Commands along the proposed corridors was done gradually and that Commands with more than one patrol vehicle should be splitted to cover urban an highway routes.	OPS	DONE	

106	25/04/2012	CIO, CA Ag.HOD (F&A) should modify the report on guideline on procedure and requirement for obtaining loan by staff and present in the next meeting.	CIO CA Ag. HOD (F&A)	DONE	
107	25/04/2012	CPEO should liaise with SA-COMACE and HOS (Communications) to develop a proposal for corporate launching of the toll-free line.	SACOMACE CPEO HOS (Comm)	DONE	
108	25/04/2012	DCM (PRS), Ag. HOD (SED), Project consultant and Research Consultant should carry out in-depth analysis of the traffic challenges along Abuja-Nyanya-Mararaba road present report in 2 weeks.	PRS SED PM RC OPS	DONE	
109	25/04/2012	DCM (Ops) should make amendments in the report on field Commands Auto Logistics Deployment and represent in the next meeting.	OPS	DONE	
110	25/04/2012	DCM (Ops), CMRO and Ag. HOD (SED) should recall data and identify black spots in the critical areas.	OPS CMRO SED	DONE	
111	25/04/2012	CTSO should halt certification programme and publish result of certified Fleet Transport Operators.	CTSO	DONE	
112	25/04/2012	Disciplinary cases of staff as regards extortion and other sharp practices should be decided immediately.	AHR	DONE	
113	25/04/2012	Approval was granted by Management to four hundred and eighty nine (489) Officers to pursue degree, PGD and master's degree in various higher institutions.	TSC	DONE	
114	25/4/2012	Approval was granted to the prayers of CTSO in the presentation of report on 2012 Certification Exercise.	CTSO	DONE	




115	25/4/2012	CTSO should ensure that fleet operators forward both hard and soft copies of their safety Policy Manual to the Corps.	CTSO	DONE	
116	25/04/2012	CTSO and CLA should fine-tune the legal aspect of the RTSSS Policy in FRSC (Establishment) act, 2007 to aid in prosecution.	CLA CTSO	DONE	
117	25/04/2012	Ops and CMRO should liaise and ensure that non functional CUGs are functioning	Ops CMRO	DONE	
118	25/04/2012	SACOMACE and HOS (COMM) should work on the possibility of restricting calls within the CUG family	SACOMACE HOS (COMM)	DONE	
119	25/04/2012	CMRO should include the inputs made by Management on the report on the Impact Assessment of RTC Clinics in 2011 and present in a fortnight.	CMRO	DONE	
120	25/04/2012	AHR and CS should identify medical personnel in administrative Units of the Corps and post them to RTC clinics.	AHR CS	ONGOING	
121	25/04/2012	CPEO should formally present the Corps Comic Magazine to Management through a written memo.	CPEO	DONE	
122	25/04/2012	The following presentations on the Agenda were deferred to the next meeting: - Proposal for review of Records of staff within Zone RS7 (10 years and above) Relocation of RS7 Zonal Command HQ. Proposal for staff Membership into related professional Bodies. Presentation by CLA on Details of Offenders convicted by Mobile courts between 2009 till date. Presentation by CLOG on Committee on the concessioning of Towing operations to private operators. Draft traffic offenders Public Education Template.	OPs OPs Ops CLA CLOG CPEO	DONE	

123	25/04/2012	CP and CIO should reappraise the security situation of FRSC premises.	CP CIO	DONE	
124	25/04/2012	Ag. HOD (F&A) should seek further clarification from the Accountant General Office on what to do with unclaimed monies of RTCs victims and brief Management.	F&A	DONE	
125	25/04/2012	PSO should forward a copy of letter on increase importation of right hand side driven vehicles to the Minister of Finance through Ag. HOD (SED).	PSO SED	DONE	
126	25/04/2012	DCM (OPs) should ensure that the re-alignment of Zones RS2, Lagos, and RS11, Oshogbo component Commands along the proposed corridors was done gradually and that Command with more than one patrol one patrol vehicle should be splitted to cover urban and highways routes.	Ops	DONE	
127	02/05/2012	AHR and CS should review the posting of overstayed staff in FCT.	AHR CS	ON- GOING	
128	02/05/2012	CPEO to present Draft Traffic Offenders Public Education Template.	CPEO	DONE	
129	02/05/2012	CLA to present details of offenders convicted by mobile courts from 2009 till date.	CLA	DONE	
130	02/05/2012	Presentation by Clog on committee on the concessioning of Towing Operations to private Operators.	Clog	DONE	
131	02/05/2012	Review of Pension and Insurance Manual.	AHR	DONE	
132	02/05/2012	Report on Formal Public Presentation of the New FRSC Toll-free lines (122).	CPEO	DONE	
133	02/05/2012	Re-Investigation of the Trend of RTC in Zones as posted on the Dashboard for week 10. Action items for relevant Departments/Offices.	SED	DONE	

134	02/05/2012	Presentation of "the Eye" a Road Safety Comic Magazine.	CPEO	DONE	
135	02/05/2012	Media reporting on the Oronsaye Committee's report as it affects federal Road Safety Corps (FRSC) from 17 Apr, to 30 Apr, 2012.	CPEO	DONE	
136	02/05/2012	Security Assessment of the RSHQ	CP/CIO	DONE	
137	15/05/2012	DCM (OPS), CMRO and Ag. HOD (SED) should integrate data in the identification of black spots in critical area and create a standard procedure for declassification.	Ops CMRO SED	DONE	
138	15/05/2012	CPEO should design a template for Field Commands to erect billboards to warn motorists of black spots.	CPEO	ON-GOING	
139	15/05/2012	DCM (OPS), DCM (AHR), CS, PIO, PAU and Research Consultant should work out a guideline for optimal utilization of Officers in Field patrol operations and present in two weeks.	Ops AHR CS PIO PAU	DONE	
140	15/05/2012	Medical personnel in RSHQ clinic and Road side Clinics should be paid on average of 25 unit of call duty allowance monthly while those in Zonal clinic be paid 20 unit of call duty allowance. Nurses should also be paid shift allowance base on recommendation (a) above. Optometrists, laboratory scientist and physiotherapists who do not run emergency schedules should be paid 50% of the maximum payable call duty allowance in General Hospital setting.	AHR CS CMRS F&A CA	DONE	
141	22/05/2012	CMRO should produce result on the action taken on strengthening the Ilesha Unit Command and Road-side Clinic and present Management in the next meeting.	CMRO	DONE	
142	22/05/2012	DCM (PRS) should present to Management the report of the Committee that designed the Template for reporting Special Patrols at the next meeting.	PRS	DONE	

143	22/05/2012	Ag. HOD (F&A) should stop payment of monthly allocation to Mainok Unit Command with effect from May, 2012.	F&A	DONE	
144	22/05/2012	DCM (OPS) should liaise with DCM (MVA) and DCM (TSC) to produce CD Visual Aids for Field Commands to guide patrol teams in identification of fake number plates.	Ops MVA TSC Clog	ONGOING	
145	22/05/2012	Clog should ensure that grounded vehicles along critical corridors in Zone RS2 Lagos and RS11 Osogbo were functional.	Clog	DONE	
146	22/05/2012	DCM (AHR) should write to field Commands to forward details of all pending disciplinary cases in their Commands to RSHQ.	AHR	DONE	
147	22/05/2012	Field Commands should be directed to dispose of all pending disciplinary cases within 2 weeks.	AHR	DONE	
148	22/05/2012	CIO and CP should direct their staff in Field Commands to monitor the conduct of trials for pending disciplinary cases.	CIO CP	DONE	
149	22/05/2012	Management frowned at the lackadaisical attitude of the representative of the CMRO and directed DCM (AHR) to issue him a serious warning letter to sit up.	AHR	DONE	
150	22/05/2012	CP should liaise with Sector Commander, FCT to write to FCT Commissioner of Police and request for Armed Policemen to guard the RSHQ premises.	CP	DONE	
151	22/05/2012	The recommendation on the ranking of professionals in FRSC was approved by Management as follows: - Lawyers should have an entry point of DRC (CONPASS 9) Accountants with ANAN be placed on DRC (CONPASS 9) Accountants with ICAN be placed on RC (CONPASS 10)	AHR CS F&A CA	DONE	
152	22/05/2012	ACM (SMP) should convey Management' "thumbs up" to FCT Special Marshals that participated in patrol activities in some locations, and implore them to maintain the tempo especially at strategic places in the evenings.	SMP	DONE	

153	22/05/2012	Clog should find out the compatibility of using Toyota engine on the grounded Deer pick-up patrol vehicles.	CLOG	DONE	
154	22/05/2012	Ag. HOD (SED) should refer to the cumulative data of rashes from 2009 in the investigation of the trend of RTC and	SED	DONE	
155	22/05/2012	CTSO should produce the make of vehicles that had crashes in 2009, 2010 and 2011 and present at the next meeting.	CTSO	DONE	
156	22/05/2012	The forty-seven (47) Officers who obtained Degree, PGD and Masters Degree should be issued query for obtaining the qualification without approval.	AHR	DONE	
157	22/05/2012	Board of Inquiry should be set up to investigate the cause that led the forty-seven (47) staff to go to school without prior approval.	AHR	DONE	
158	22/05/2012	Circulars should be sent to field Commands to warn Commanding Officers desist from aiding staff to pursue courses without prior approval from RSHQ.	AHR	DONE	
159	22/05/2012	DCM (AHR) should proceed with the production of the Pension and Insurance Manual.	AHR	DONE	
160	22/05/2012	CLA, CLOG, CPRO and PAU to produce a draft on the Data Sheet on different category of roads and forward to COMACE for approval within two weeks while the final print should be ready for publication within four weeks.	CLA CLOG CPRO PAU	DONE	
161	22/05/2012	DCM (OPS) should direct Sector Commander, FCT to liaise with FCDA to re-direct the flow of traffic to one direction along Maputo Street, Wuse Zone 3.	OPS	DONE	
162	22/05/2012	The following presentation were deferred to the next meeting: - i. Field Commands Auto Logistics Deployment: 2007-2011 by DCM (Ops). ii. Report on review of the notice of Offence sheet by DCM (Ops). iii. Details of offenders Convicted by Mobile Courts from 2009 till dated by CLA. iv. Draft Traffic Offenders Public Education Template by CPEO v. "The Eye" a Road safety Comic Magazine by CPEO	OPS CLA CPEO	DONE DONE DONE	



163	22/05/2012	DCM (OPS) should liaise with DCM (MVA) and DCM (TSC) to produce CD Visual Aids for field Commands to guide patrol teams in identification of fake number plates.	OPS MVA TSC	DONE	
164	22/05/2012	CLA, CLOG, CPRO and PAU to produce a draft on the Data Sheet on different category of roads and forward to COMACE for approval within two weeks while the final print should be ready for publication within four weeks.	CLA CLOG CPRO PAU	DONE	

165	22/05/2012	<p>Management approved the recommendations (i-vii) on the Ranking of Professionals wholly as follows:-</p> <ol style="list-style-type: none"> <li>i. That the Corps should adopt the CONMESS for the Doctors and CONHESS for the Physiotherapists and Laboratory Scientists.</li> <li>ii. That the entry point of the Doctors is equivalent of CONPASS 11, therefore they should be given the rank badge of SRC.</li> <li>iii. The Corps should create a Medical Unit that is distinct in career profession whereby the Doctors and the other professionals will run their careers to the rank of ACM within the medical services unit of the Corps.</li> <li>iv. The Medical Unit should have its own distinct uniform accoutrements that will differentiate them from the general duty officers in the Corps. <ul style="list-style-type: none"> <li>- Blue Beret, Blue lanyard with Blue Badges is hereby recommended.</li> <li>- Nurses, Community Health Workers and other related Paramedics in the Corps will be entitled to opportunities of further studies provided the course of study is to enhance their medical career.</li> </ul> </li> <li>v. In view of the fact that the Corps does not run full fledge hospital, it is recommended that the medical personnel in the HQ Clinic and the Roadside Clinics be paid an average of 25 units of call duty allowance monthly while those in Zonal clinics that operates mostly on week days be 20 units of duty allowance being 62.5% and 50% of the maximum payable in a General Hospital or Teaching Hospital. <ul style="list-style-type: none"> <li>- The Nurses should also be paid shift allowance based on the above recommendations.</li> </ul> </li> <li>vi. Optometrists, Laboratory Scientist and Physiotherapists who do not run emergency schedules should be paid 50% of the maximum payable call duty allowance in General Hospital setting.</li> <li>vii. The other professionals who have no Special Salary Structure should remain in the CONPASS schedule and be place on the Rank/Grade levels approved for them in the Federal Scheme of Service. Specifically, Lawyers should have an entry point of DRC (CONPASS 9). Accountants with ANAN - DRC (CONPASS 09). Accountants with ICAN - RC (CONPASS 10).</li> </ol>	AHR CS	DONE	
-----	------------	---	-----------	------	--



166	05/06/2012	CTSO should produce a comprehensive data on number of parks and present in the next meeting	CTSO	DONE	
167	05/06/2012	CPEO should direct field Commands to forward documented evidence of their public education programmes henceforth.	CPEO	DONE	
168	05/06/2012	DCM (PRS) to articulate WARSO programmes for action.	PRS	DONE	
169	05/06/2012	CPEO should review "The Eye" magazine with the inputs presented by Management and present it in a month's time.	CPEO	DONE	
170	05/06/2012	CLA should update the present records on mobile courts activities.	CLA	DONE	
171	05/06/2012	CLA should develop an MOU/Template on the nature of organizing mobile courts.	CLA	DONE	
172	05/06/2012	CPEO should attach the training modules to the proposed Training Manual.	CPEO	DONE	




173	05/06/2012	CPEO should include all the inputs made to the FRSC Road Traffic Offenders' Training Manual and present in a fortnight.	CPEO	DONE	
174	05/06/2012	DCM (OPS) should collate inputs from Management for the reviewed Notice of Offence Sheet for proper update.	OPS	DONE	
175	05/06/2012	CLA should study collated inputs on reviewed Notice of Offence Sheet and make submission to Management.	CLA	DONE	
176	12/06/2012	Ag. HOD (SED) should analyze recent increases in RTCs and present a report to Management.	SED	DONE	
177	12/06/2012	CMRO and CTSO should present data from January to date on recent crashes.	CMRO CTSO	DONE	
178	12/06/2012	SA-COMACE should present the frequency of calls on the new FRSC toll free line to Management.	SA-COMACE	NOT VERIFIED	
179	12/06/2012	Ag. HOD (F&A) should make provision for special patrol operations.	F&A	DONE	
180	12/06/2012	CTSO to report on volume of Luxurious Bus Travel.	CTSO	DONE	
181	12/06/2012	CLA should identify States that were self sustaining in Mobile Court activities and forward to F&A and Audit and copy operations.	CLA	DONE	
182	12/06/2012	CLOG should identify areas where there were inconsistencies on the report on auto logistics and data on the Dashboard on vehicles availability.	CLOG	DONE	
183	12/06/2012	DCM (OPS) and SACOMACE to liaise and run a pilot scheme of monitoring of patrol vehicles movement in FCT Command and report to Management in the next meeting.	OPS SACOMACE	NOT VERIFIED	
184	12/06/2012	Accumulation of penalty points of 21 within 12 calendar months should lead to revocation of offender's license.	OPS	ONGOING	
185	12/06/2012	DCM (OPS), CLA, PIO and CPEO should work out the explanatory note on the revised notice of offence sheet for Management deliberation.	OPS CLA CPEO PIO	DONE	

186	12/06/2012	The revised Notice of Offence Sheet was adopted as amended and clean copy to be presented in a fortnight.	OPS	DONE	
187	12/06/2012	CPEO should identify information that could be posted by Staff on social media network and forward to DCM (OPS).	CPEO	DONE	
188	12/06/2012	CPEO should review "The Eye" magazine with the inputs presented by Management and present in 3 week's time.	CPEO	DONE	
189	26/06/2012	CPEO and CLA should liaise with Sector Commander RS2.1 Lagos to hasten the press release as a response to the utterances of Lagos State Governor as it affected the Corps.	CPEO CLA	NOT DONE	
190	26/06/2012	SACOMACE should present an update on the frequency of calls received on the Toll-free numbers.	SACOMACE	DONE	

191	26/06/2012	CIO to liaise with DCM (MVA) to strongly warn Staff to desist from racketeering in NULS products.	MVA CIO	DONE	
192	26/06/2012	DCM (TSC) should verify the data posted on the Dashboard for week 25 on Driving Schools Inspection and in-house lectures and present in the next meeting.	TSC	DONE	
193	26/06/2012	ACM (SMP) should liaise with SACOMACE in respect of challenges associated with the production of SMP ID Cards.	SMP SACOMACE	DONE	
194	26/06/2012	SACOMACE should present to Management the status update on the production of Regular and Special Marshals Identification cards.	SACOMACE	NOT VERIFIED	
195	26/06/2012	CLA should advise the ZCO RS2 Lagos, RS11 Osogbo and UC Ojota on the legal provision for the impounded Right Hand Steering vehicles.	CLA	DONE	
196	26/06/2012	DCM (OPS) and Ag. HOD (F&A) should discuss and advise COMACE on possibilities for conducting special patrols.	OPS F&A	ON- GOING	
197	26/06/2012	DCM (PRS) should realign his report format on the Dashboard to flow with other Departments.	PRS	DONE	
198	26/06/2012	CLOG should put more efforts to repair the grounded patrol vehicle at Katsina-Ala Unit Command.	CLOG	DONE	
199	26/06/2012	CLOG should liaise with DCM (OPS) for update on the Pilot Scheme for tracking of vehicles embarking on patrol in FCT Command.	CLOG	DONE	
200	26/06/2012	CPEO should develop a position paper on aggressive public enlightenment programmes and present to Management.	CPEO	DONE	
201	26/06/2012	CTSO should present report on volume of luxury bus travel on a weekly basis henceforth and the Desk Officer should work with OPS to create a column for it on the dashboard.	CTSO	DONE	
202	26/06/2012	CPEO should review "The Eye" magazine with the inputs presented by Management and present in the next meeting.	CPEO	DONE	
203	26/06/2012	CPEO should include all the inputs made to the FRSC Road Traffic Offender' Training Manual and present in the next meeting.	CPEO	DONE	

204	26/06/2012	DCM (OPS) should liaise with DCM (MVA), DCM (TSC) and CPEO to produce CD Visual Aids for Field Commands to guide patrol teams in identification of fake number plates.	OPS MVA TSC CPEO	DONE	
205	26/06/2012	CS should convey Management approval for payment of monthly allocation to RS11.12 Ilesha Unit Command/Roadside Clinic wef July 2012 and include it for payment of take-off grant along with other newly established Unit Commands as appropriate to F&A.	CS F&A	DONE	
206	26/06/2012	DCM (OPS), CA, CLOG and Ag. HOD (F&A) should work together and come up with a plan on redistribution of allocations to Commands.	OPS CA CLOG F&A	DONE	
207	26/06/2012	Management Rep. (ISO), PIO and PAU should liaise and develop a template for reporting of observations made by Management/Staff during monitoring exercise and present in the next meeting.	Mgt (Rep, ISO) PIO PAU	ONGOING	
208	26/06/2012	CLOG should review FRSC document on Housing Policy as it affects rent and present to Management.	CLOG	DONE	
209	26/06/2012	CIO and CP should provide four (4) units of torch lights for guard duty Staff.	CIO CP	DONE	
210	26/06/2012	CA, CP and CIO should liaise and make provision for the increase of provost and intelligence operatives number to six (6) and two (2) respectively for night guard duty.	CA PIO CP	DONE	
211	26/06/2012	CP should forward a request for 3 search lights to COMACE for approval.	CP	ON-GOING	
212	26/06/2012	CMRO should release one search light from Zebra to CP.	CMRO CP	DONE	
213	26/06/2012	CP should follow-up the request made to FCT Police for armed guard.	CP	DONE	



214	26/06/2012	DCM (TSC) should make available equipments for weekly sporting activities.	TSC	ONGOING	
215	26/06/2012	CP should get the briefs for weekly parade ready for the reviewing Officers to address Officers and Marshals.	CP	DONE	
216	26/06/2012	CPEO should sift necessary information for field Commands and forward henceforth.	CPEO	DONE	

# Thank You

Phone Only



SMS Only



+ 234 (0) 700 - CALL - FRSC  
+ 234 (0) 700 - 2255 - 3772  
122 (TOLL FREE)-MTN

+ 234 (0) 80 7769 0362

<https://www.facebook.com/federalroadsafetycorps>

<https://twitter.com/#!/FRSCNigeria>

<http://www.youtube.com/frscnigeria>

**[www.frsc.gov.ng](http://www.frsc.gov.ng)**