

**YOBE STATE GOVERNMENT**



**Recommendations on the Functions of MDAs in Yobe State Volume 2.**

**THE OFFICE OF THE HEAD OF SERVICE**

**SEPTEMBER 2013**

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## Abbreviations and Acronyms

ADP	Agricultural Development Programme
ExCO	Executive Council
FAAC	Federation Account Allocation Committee
HE	His Excellency
IFAD	International Fund for Agricultural Development
LG	Local government
LGAs	Local Government Areas
MDAs	Ministries Departments Agencies
MoBEP	Ministry of Budget and Economic Planning
MOE	Ministry of Education
MOF	Ministry of Finance
MOH	Ministry of Health
MoWR	Ministry of Women Affairs
NGO	Non Governmental Organization
NNDC	Northern Nigeria Development Company
OHoS	Office of the Head of Service
PSM	Public Service Management
SSG	Secretary to the State Government
YOSAMA	Yobe State Agricultural Development Programme

## Vol. 2. The Legislative Authorisation and Functions Tables.

### 1. Ministry of Agriculture (MoA)

Name/Title of each legislature or Circular Authorization Documents.	Recommendations	Exco Comments
Yobe State EXCO Conclusion of 1999	New EXCO resolution on revised Mandates and Functions	

Recommended Functions	Observations/ Reasons for Recommendations
Procurement and distribution of fertilizer and other farm inputs to the teaming farmers in the state.	Reclassified as a function and removed from mandate; then merged with a similar function
Employment and training of technical agricultural staff to facilitate delivery for food production. Coordinating functions of parastatals under it (a) Fadama, (b) IFAD, ADP, YOSAMA;	Reclassified as a function and removed from mandate; then merged with a similar function  No changes recommended
Provision of Agricultural services to the farming community in the state.	No changes recommended
Processing, packaging and sales of improved seeds to rural farmers.	No changes recommended
Conduct training and capacity building to extension staff and rural farmers.	No changes recommended
Monitoring and coordinating the functions of Agricultural Co-operative societies for effectiveness.	Edited for language and grammar
Tractor hiring to farmers at low rate.	No changes recommended
Provide support to dry season farmers.	Edited for language and grammar

## 2. Ministry of Animal and Fisheries Development

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of 2004	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Mass Animal Vaccination Campaign	No changes recommended
Routine Clinical Activities	No changes recommended
Ambulatory Animal Diseases Service	No changes recommended
Meat inspection and hygiene	No changes recommended
Hides and Skin Inspection and Passage	No changes recommended
Control post Activities in Animal Diseases, Detection, Treatment and Control	No changes recommended. However, it is noted that in practice there should be collaboration between this Ministry and Ministry of Environment in the control of wild life disease. Ministry of Environment should budget for wildlife diseases surveillance only.
Planning, Research and Extension	No changes recommended
Grazing Reserve Development for Settlement	No changes recommended
Pastoral Development	No changes recommended

## 3. Ministry of Budget and Economic Planning (MoBEP)

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of 2004	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Advising the Government on financial and economic policies designed to facilitate effective management of resources.	Edited for language and grammar
Responsible for collection, collation, analysis of data and dissemination of all statistical information.	No changes recommended
Preparation of annual and supplementary budgets for the State.	Edited for language and grammar
Preparation of medium and long term plans designed to accelerate the development of the State.	No change recommended
Monitoring projects implemented by MDAs with view to establishing progress made and any constraints that hinder plan implementation.	Edited for language and grammar and content clarified
Coordination of technical assistance program and liaising with appropriate Federal Government Agencies.	Edited for language and grammar
Production of quarterly budget reports.	No changes recommended
Control expenditures of all Ministries, Departments and Agencies to ensure adherence to budgetary provisions.	No changes recommended
Provide technical support to LGAs on the preparation of budget and medium term plans.	Edited for grammar and content clarified

#### **4. Ministry of Commerce, Industry and Tourism**

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Yobe State EXCO conclusion February, 1996	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Coordinating the activities of Parastatals;	Edited for language and Grammar and content clarified.
Creating awareness to indigenous and international investors on solid minerals.	New recommended Function. This role was previously missing from the List of Functions
Promotion of establishment of Small and Medium Scale Enterprises	New recommended Function. This role was previously missing from the List of Functions
Production of Fertilizer for Yobe State	New recommended Function. Reclassified as a Function and removed from the List of Mandates
Trading in Shares	New recommended Function. Reclassified as a Function and removed from the List of Mandates
Participating in Domestic and International Trade Fair to attract Investors	New recommended Function. Reclassified as a Function and removed from the List of Mandates
Promoting Tourism	New recommended Function. There is need for collaboration/synergy with the MHAIC in the performance of this Function

### 5. Ministry of Education (MoE)

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Yobe State Law at creation of the State in 1991	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Increasing access and equity in basic and post basic education.	Edited for language and grammar
Supporting the academic component of school operations to ensure quality.	No changes recommended
Partnership with local communities and International Development Partners in the provision of education.	No changes recommended
Enhancement of planning and management capacity (Sector Plans).	No changes recommended

## 6. Ministry of Environment

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State Executive Council Conclusion with reference No. COU.55/T.I of 27 <sup>th</sup> June, 2000	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Undertaking re-forestation programmes with economic trees, drought resistant trees and establishment of plantations, shelter belts, wood lots, sand dune fixation, oasis development etc;	No Recommended Changes
Management of environmental information for the benefit of the society;	No Recommended Changes
Guide project components to prepare and submit detailed impact assessment of proposed projects for review and to facilitate development of mitigation plans;	No Recommended Changes
Management of open spaces in urban centres;	Clarified Function with more precise wording
Urban sewage management and control;	New recommended Function. Reclassified as a Function and removed from the List of Mandates
Liaising with federal Agencies and other organizations on environmental re-generation programmes;	New recommended Function. Reclassified as a Function and removed from the List of Mandates
Fumigation of gutters, refuse collection points and premises and evacuation of same	No Recommended Changes
Establishment and maintenance of public conveniences for eradication of open defecation;	New recommended Function recommended by the PSM Core Group
Embarking on erosion control projects;	New Function to deliver the Mandate on Land Degradation
Enforcement of laws on felling of trees, bush burning and animal poaching;	New recommended Function recommended by the PSM Core Group
Establishment and management of zoos and game reserves;	New recommended Function recommended by the PSM Core Group
Coordination of Local Governments' Environmental	New recommended Function recommended by the

Recommended Functions	Observations/ Reasons for Recommendations
Sanitation Committees;	PSM Core Group
Management of forest reserves.	Edited for language and Grammar and content clarified.

## 7. Ministry of Finance (MoF)

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
No specific legislation or circular authorisation known to exist	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Receipt of statutory and other allocations due to the State from the Federation Account.	No changes recommended
Effective generation and administration of Internally Generated Revenue	New Recommended Function
Disbursement of Funds.	No changes recommended
Maintenance of Government Accounts.	No changes recommended
Advising the State Government on financial matters for effective project implementation, service delivery and general economic development.	No changes recommended
Preparation of financial reports and Statement of Accounts.	No changes recommended
Representing State at Federation Allocation Account Committee (FAAC) meeting.	No changes recommended

## 8. Ministry of Health (MoH)

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of 1991	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Planning and implementation of Health Programmes.	Merged functions & edited for language and grammar
Operating Health Management Information System.	Edited for language and grammar
Serves as seat for Donor Agencies' coordination in the health sector.	Edited for language and grammar
Monitoring and evaluation.	No changes recommended
Implementation of Human Resources Policy in the Health sector.	Merged related functions from a long list, & Edited for language and grammar
Supervises parastatals in the health sector	Merged related functions from a long list of parastatals, & edited for language and grammar
Carries out general administration including providing advices on procurement of Hospital equipments.	Merged related functions and edited for language and grammar
Coordinates activities of private medical establishments and carries out registration of private health establishments.	Merged related functions and edited for language and grammar
Represents the State in the Medical and Dental council of Nigeria.	No changes recommended
Leads in the implementation of Nursing Policies.	No changes recommended
Liaising with regulatory bodies to monitor standard practice in the health training institutions.	Merged related functions and edited for language and grammar
Inspection and maintenance of standard operating procedures of drugs outlets.	No changes recommended
Issuance of license to pharmacy and patent medicine vendors.	No changes recommended
Implementation of National Drugs Policy.	No changes recommended
Serves as desk for State Regulatory committee on drugs.	No changes recommended

## 9. Ministry of Higher Education

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Executive Directive GO/S/ESI/31/42	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Implement national policy on education in respect of tertiary education for the citizens of Yobe State	New recommended function for the New Ministry
Support tertiary institutions to meet their accreditation requirements	New recommended function for this New Ministry
Implement policies with respect to Research and Development and Entrepreneurship Education for Tertiary Institutions in the State.	New recommended function for this New Ministry
Support the tertiary institutions to execute their physical development and academic programmes	New recommended function for this New Ministry
Implement policies for regulating academic programmes relevant to the needs of the State	New recommended function for this New Ministry
Support the development of High-level manpower for the State.	New recommended function for this New Ministry
Overseeing the implementation of scholarship policy matters in the State.	New recommended function for this New Ministry

## 10. Ministry Of Home Affairs, Information and Culture

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of 1994	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Implementation of Government Information, Cultural, Printing and Documentation policy(ies)	Edited for clarity, language and Grammar
Responsible for collection, collation, analysis of data and dissemination of information, Cultural heritage, publications, printing and documentation;	No changes recommended
Public Enlightenment	Derived and added from Mandate
Mass Mobilization	Derived and added from Mandate
Organising and coordinating State Ceremonies;	New Addition to List of functions
Press Briefing;	Removal of superfluous details from wording
Monitoring of departments and agencies under its supervision;	Removal of superfluous details from wording
Liaising with Federal Government Agencies on Information and Culture;	Edited for clarity
Production of quarterly and monthly publications.	No changes recommended

## 11. Ministry Of Housing

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Yobe State EXCO Guidelines vide Letter GO/S/HOS/EST/1/99	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Manage the construction of Residential and Public Buildings across the state;	New Addition to the List of Functions.
Maintenance of Public Buildings and Residential Houses;	New Addition to the List of Functions.
Provision of technical services to MDAs and Local Governments;	New Addition to the List of Functions.

Recommended Functions	Observations/ Reasons for Recommendations
Building assessment and Estate Management;	New Addition to the List of Functions.
Handling Direct Labour Projects related to public/residential buildings;	New Addition to the List of Functions.
Generation of funds from owner - occupier scheme and remittance to the Board of Internal Revenue.	Function reclassified from previous list of Functions as it is a Function rather than a Mandate
Vetting and provision of bills of quantities and architectural drawings to other MDAs.	No changes Recommended. However, it should be noted that the Ministry of Education has also been carrying out this Function. This Function should only be carried by the Ministry of Housing
Posting of relevant engineers to key MDAs that are involved in construction of projects.	Edited for clarity

## 12. Ministry of Integrated Rural Development

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO guideline/Circular, State Government edicts of 16th June, 1999	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Construction of culverts and feeder Roads in Rural areas;	New Recommended Function
Dredging of streams/earth dams etc;	New recommended Function.
Government assigned culverts in urban areas;	Clarified Function with more precise information
Maintenance of feeder Roads/Culverts etc;	No Changes Recommended
Registration of cooperative Societies;	No Changes Recommended
Sensitizing rural communities on self help projects.	Clarified Function with extra information

### 13. Ministry of Justice

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Executive Power of the Governor under the provisions of the 1999 Constitution	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Prosecution of Offenders	Edited for language and Grammar
Defend the state /workers in civil litigation	No changes recommended
Drafting of executive bills, contract agreements and Documentation.	Clarified function and edited for language and Grammar
Vetting of agreements, Documents, advance payment guarantees etc	Edited for language and Grammar
Advising Government/ Workers on legal issues	Edited for language and Grammar

### 14. Ministry of Land and Survey

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
No Specific legislation or circular authorisation known to exist	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Survey of all Government land	No changes recommended
Management and survey of individuals' land;	No changes recommended
Establishment of control benchmarks;	Edited for language and Grammar and content clarified
Keeping records of coordinates and Cadastral;	No changes recommended
Updating existing maps;	No changes recommended
Demarcation and delineation of Boundaries;	Edited for language and Grammar and content clarified

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Designing of Layouts;	No changes recommended
Development of land use plan;	No changes recommended
Regional planning;	No changes recommended
Development control;	No changes recommended
Resettlement and up-grading slums;	Edited for language and Grammar and content clarified
Street naming/house numbering;	No changes recommended
Acquisition of land for government projects, companies and other individuals' projects;	No changes recommended
Payment of Compensation of the acquired lands;	No changes recommended
Land allocation;	No changes recommended
Preparation of title documents and development charges.	No changes recommended
Keeping records of all acquired and documented lands within the state;	No changes recommended
Preparation of Certificate of Occupancy for execution by the Executive Governor;	No changes recommended
Inspection and overseeing of all designs and demarcated Government Layouts;	No changes recommended
Survey and Exploration of Minerals;	No changes recommended
Mapping of Minerals;	No changes recommended
Monitoring of mining sites.	Edited for language and Grammar

#### **15. Ministry for Local Government and Chieftaincy Affairs**

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Yobe State EXCO Conclusion of 1999	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Supervising, Inspection, Monitoring and Evaluation of Local government projects;	Edited for language and Grammar
Issuance of Policy Guidelines;	No changes recommended
Adviser to the Government on Local Government Affairs;	Clarified mandate with extra information
Coordination of Chieftaincy Affairs;	No changes recommended
Advises Local Governments on Financial matters;	Clarified mandate with extra information
Managing the Local Government Joint Accounts.	Edited for language and Grammar

#### **16. Office of the Head of Service (OHoS)**

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Executive Power of the Governor under the provisions of the 1999 Constitution	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Control and management of careers of all pool officers such as permanent Secretaries, professional officers, General Managers and other key management staff.	Edited for language and grammar
Processing transfer and attending requests for appropriate staffing to Ministries, Boards and Parastatals.	No changes recommended
Advises the Executive Governor on appointment and deployment of Permanent Secretaries, General Managers and other key management staff.	Reclassified from List of Mandates
Appointments, posting, promotions and discipline of all the pool officers in the service in liaison with the civil service commission.	No changes recommended
Maintains personnel records of all staff in the service.	No changes recommended

Recommended Functions	Observations/ Reasons for Recommendations
Providing and Interpretation of the public service rules, Scheme of Service and establishment circulars etc.	No changes recommended
Grading and assessment of credentials for prospective employees in the service.	Edited for language and grammar
Dealing with matters relating to trade unions.	No changes recommended
Processing of Leave and passages of contract staff.	Edited for language and grammar
Responsible for staff training and development	No changes recommended
Processing requests from Ministries to attend Annual Council Meetings.	No changes recommended
Allocation of office accommodation to Ministries, Boards and Parastatals.	No changes recommended
Allocation of residential accommodation to civil servants and all other Housing matters.	Edited for language and grammar
Coordinates the provision of office furniture/equipment.	No changes recommended
Management of civil service pension in the State.	No changes recommended
Processing requests for Medical treatment of staff within and outside the Country and also obtaining Medical advice on suitability of employee remaining in service.	Edited for language and grammar
Provision and maintenance of welfare services and recreational facilities to civil servants	No changes recommended
Organizes civil service days/merit award celebrations.	No changes recommended
Carrying out continuous review of the organizational structure and operational modalities of the State civil service.	No changes recommended
Conducting management auditing of Ministries and extra Ministerial Departments in the State.	No changes recommended
Provision of consultancy services in specialized fields.	No changes recommended

## 17. Ministry of Religious Affairs

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
No legislative or Circular Authorization Documents were identified	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Promoting general Islamic awareness (Da'awa);	No Changes Recommended
General enlightenment on Shari'a and its Implementation;	No Changes Recommended
Regulating establishment of daily prayer mosques and Juma'at mosques;	Edited for language and Grammar and content clarified.
Promoting, monitoring, and supervision of tsangaya and Islamiyyah Education;	No Changes Recommended
Encouragement of central collection of Zakkat/endowment and its administration;	No Changes Recommended
Promoting inter religious harmony among followers of various religious groups;	No Changes Recommended
Reconciliation of inter-and intra- disputing religious personalities or groups.	No Changes Recommended

## 18. Ministry of Sports

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of 2007	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Implementation of Government policies on sports matters;	No changes recommended
Provision of sporting equipments to Sports Commission and sport associations across the State;	Edited for language and Grammar
Construction of sporting facilities and infrastructure across the State;	No changes recommended

### 19. Secretary to the State Government's (SSG's) Office

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Executive Power of the Governor under the provisions of the 1999 Constitution	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Implementation of Executive Council's conclusions.	No changes recommended
Conveying Government approvals/decisions.	No changes recommended
Processing and advising Government on crucial State issues.	No changes recommended
Implementation of H.E. the Executive Governor's directives and preparation/issuance of Council memos, Exco Conclusions, decisions as the case may be.	No changes recommended
Coordination of recruitment into the military and para-military services.	No changes recommended
Coordinating matters relating to Local Government Areas.	No changes recommended
Political appointments and records of elected and appointed political office holders.	No changes recommended
Conveying approval for payment to Ministry of Finance and a copy to the Ministry of Budget and Planning.	No changes recommended

Recommended Functions	Observations/ Reasons for Recommendations
Managing State Security and related matters.	Edited for language and grammar
Coordination of political, electoral, constitutional and legislative matters.	No changes recommended
Liaising and relating with federal and states governments on state matters.	No changes recommended
Coordinates activities relating to attendance to Meetings of Nigeria Governors Forum, the Northern Governors Forum and NNDC.	Edited for language and grammar
Drafting His Excellency's Speeches, addresses and briefs.	No changes recommended
Drafting Government White Papers and views on report of Committees etc.	Edited for language and grammar
Serving as the secretariat of state Committees.	No changes recommended
Taking touring notes.	No changes recommended
Managing Internal and Inter-State Boundary issues and relations with neighbouring country, of Niger and local bilateral Committees.	Edited for language and grammar
Coordinating the activities of ministries, Departments and Agencies (MDAs).	Changes recommended in the original function as reflected in the Box below
Management of Protocol matters.	Edited for language and grammar
Management of Inter-governmental affairs including matters relating to foreign governments and non-governmental organizations.	Edited for language and grammar
Carrying out Special Duties of an ad hoc nature	New Function followed the demise of the Ministry of Special Duties
Setting up Special and ad hoc Committees	New Recommended function

## 20. Ministry of Transport and Energy

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Executive Power of the Governor under the provisions of the 1999 Constitution	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Provision of electricity to rural and urban centres in the State through the Power Holding Company, isolated diesel powered stations and alternative sources of energy for power supply.	No Changes Recommended
Provision of cheap and affordable means of transport to the citizens of Yobe State	No Changes Recommended
Facilitates the internal revenue generation drive of the State Government through the issuance of certificate of roadworthiness, inspection of vehicles etc.	No Changes Recommended
Enforcement of all traffic laws, rules and regulations.	This Function was reclassified from the List of Mandates to the List of Functions.
Provide assessment services for the repairs of vehicles from MDAs	Transferred from the Ministry of Works
Valuation of vehicles to be purchased by MDAs	No changes Recommended
Secretariat of Auction committee for all government vehicles/machineries.	
Pooling of all electrical staff i.e. (Engineers, Technologist, Technicians, craftsmen etc...);	No Changes Recommended
Initiating enabling laws that will regulate transportation in the State,	New function brought from Mandate
Design, Maintain and Manage Road Furniture (Traffic lights, installation and maintenance)	No Changes Recommended
Design, Maintain and Manage Bus stops in the State	No Changes Recommended
Registration, Accreditation and Monitoring of Driving Schools in the State	No Changes Recommended
Monitoring and supervising the progress reports	No Changes Recommended

on work on Installation of Electrical infrastructure in Government buildings and other electricity supply projects under execution	
Installation and management of street lights in the State	No Changes Recommended
Advising Government on electrical accident preventive measures.	No Changes Recommended
Conducting technical appraisal of electrical distribution projects and ensuring standardization and compliance with the appropriate electricity supply regulations.	No Changes Recommended

## 21. Ministry of Water Resources (MoWR)

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
No specific legislation or circular authorisation known to exist	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Implementation of water Resource policies and plans;	Edited for language and grammar and merged
Collection, storing, analyzing and dissemination of hydro-geological data;	No changes recommended
Supervision of construction of capital projects on water resource development including those under external financing programme;	Edited for language and grammar
Coordinating the development and utilization of water Resource in the State in liaison with national and international agencies;	Edited for language and grammar
Supporting, monitoring and conducting research on the state water resource potentials;	Edited for language and grammar
Granting authorization for utilization of water resources by private and Government Agencies.	No changes recommended

## 22. Ministry of Women Affairs

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
Yobe State EXCO Conclusion of June 1997.	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Skill acquisition training for women, widows, and other vulnerable groups.	Edited for language and Grammar
Provision of finance/material support to women, widows, girl child and other vulnerable groups;	Edited for language and Grammar and content clarified. This was previously performed by the Ministry of Youth but the PSM Core Group recommends that as per the usual practice in Nigeria, this Function is solely carried out by this Ministry
Sensitization campaign on the protection of rights of women, widows, children, and other vulnerable groups.	Edited for Grammar.
Provision of medical services to pregnant women and children under the age of five.	No changes recommended

## 23. State Ministry of Works

Name/Title of each legislature or Circular Authorization Documents.	Recommendation
No specific legislation or circular authorisation known to exist	New EXCO resolution on revised Mandates and Functions

Recommended Functions	Observations/ Reasons for Recommendations
Construction of roads and drainages across the state	New recommended Function. This role was previously missing from the List of Functions. This Function should be the exclusive
Carrying out on-the-job training of all Engineering staff in the Ministry	Clarified mandate with extra information
Taking custody of all heavy duty machinery and equipment in the Ministry	Edited for language and Grammar and clarified

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Providing professional support to LGs	New recommended Function. This role was previously missing from the List of Functions
Provide mechanical services to all government equipment and plants.	Edited for language and Grammar
Provide mechanical and technical services to government on the purchase of heavy duty plants and equipment	Edited for language and Grammar
Board of survey for plants and heavy duty machines	No changes recommended

#### **24. Ministry of Youth and Social Development**

<b>Name/Title of each legislature or Circular Authorization Documents.</b>	<b>Recommendation</b>
Yobe State EXCO Conclusion of 2007	New EXCO resolution on revised Mandates and Functions

<b>Recommended Functions</b>	<b>Observations/ Reasons for Recommendations</b>
Youth empowerment	No changes recommended
Coordinating NYSC activities	Clarified mandate with extra information
Coordinating the activities of NGOs related to Youth and Social development.	Clarified mandate with extra information
Rehabilitation of destitute and orphans	Recommended to be transferred to the Ministry of Women Affairs
Welfare of the blind and other physically challenged persons	Recommended to be transferred to the Ministry of Women Affairs
Community based rehabilitation programmes	Edited for language and Grammar
Establishment and management of remand homes in the state	Clarified mandate with extra information