



Answerbank:

Answerbank Consulting Ltd

In
collaboration
with

FEDERAL MINISTRY OF JUSTICE

A CAPACITY-BUILDING WORKSHOP

for Officials of Federal Higher Education Institutions [HEIs]

on THE FREEDOM OF INFORMATION ACT

[FoIA] 2011

INTRODUCTION:

Federal Higher Education Institutions are obliged by the Freedom of Information Act 2011 to respond in specified ways to requests for information by members of the public. They are also mandated to ensure the provision of appropriate training for their officials in this regard. This workshop will help HEIs to meet their compliance obligations.

TARGET PARTICIPANTS:

Officials in the offices of VCs, Rectors, Provosts, Registrars, Directors of Works, Bursars, Heads of Audit Units, Heads of Legal Units, FoIA desk officers and other persons in colleges of education with responsibility for compliance with the Freedom of Information Act

SPECIFIC WORKSHOP OBJECTIVES:

At the end of the workshop, participants will be able to:

Outline the key elements of FOIA ● Discuss approaches to proactive disclosure by public institutions ● List helpful ways to manage and classify relevant records and documents in the light of FOIA ● Discuss the HAGF's key reporting obligations and institutional capacity requirements ● Outline the duties and obligations of public institutions in the implementation of FOIA ● Describe means of accessing public records and information in the custody of public institutions

under the FOIA ● Examine the relationship between the FOIA and bureaucracy ● Discuss whistle blower protection.

FACILITATORS:

Facilitators are from the Federal Ministry of Justice

VENUE:

Auditorium of the Federal Ministry of Justice, off Shehu Shagari Way, Central Business District, Abuja

DATE: June 13 - 15 , 2022

3 WAYS TO REGISTER:

(1) Complete this Registration Form and scan to x@answerbank.ng; or (2) Send an email to x@answerbank.ng conveying your interest to participate and details of your nominees; or (3) Go online and complete the Registration Form at www.answerbank.ng/BasicPPP. Then proceed to pay the program fee.

PROGRAM FEE & PAYMENT:

N57,000 per delegate - to cover course materials, lunch, refreshment & certificate of participation. Payment is to be made to Answerbank Consulting Ltd; Guarantee Trust Bank A/C No. 0123809336; Sort Code 58083956; TIN 031-516-160001.

FOR FURTHER INFORMATION:

Federal Ministry of Justice: Nafisat, 08035998247.
Answerbank: Chris, 0803 812 7484

Answerbank Consulting Ltd

x@answerbank.ng | 08038127484 | 16 Umaru Dikko Street, Jabi, Abuja.

www.answerbank.ng