



**Composition, Terms of
Reference and Budget of
the Reconstituted Jigawa
State Export Promotion
Committee**

Ministry of Commerce
November, 2023



OFFICE OF THE SECRETARY TO STATE GOVERNMENT
RESEARCH, EVALUATION & POLITICAL AFFAIRS DIRECTORATE

Block D, New Secretariat Complex, 3 Arms Zone, P.M.B. 7009, Takur, Dutse, Jigawa State, Nigeria
Email: repassgig@gmail.com / repa@jigawastate.gov.ng

In case of reply, please quote our ref:
SSG/POL/S/A/74/D-13/V.1/2

1 J/Awwal, 1445AH
13th Nov., 2023

His Excellency, the Deputy Governor,
Office of the Deputy Governor,
Dutse, Jigawa State.

STATE EXPORT PROMOTION COMMITTEE

I am pleased to convey Government's approval of your appointment to serve as **Chairman** on the above named Committee.

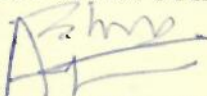
2/. Your appointment is as a result of zeal, commitment and wealth of experience the government reposes on you.

3/. The Committee was constituted with the following Terms of Reference:

- I. To promote the development and diversification of export trade with Jigawa State;
- II. To assist in promoting the production and development of export-oriented product in the State including the establishing of value-addition SMSEs in the State;
- III. To monitor the implementation of the State Export Promotion Policy/Strategy to ensure that is being effectively implemented and all concerned stakeholders are actively participation and to advise Government as appropriate;
- IV. Advise Government on the creation of incentives and export policies & program;
- V. Co-ordinate and monitor export promotion activities in the state;
- VI. Source and disseminate information that promotes exports in the State;
- VII. Collaborate with State Consumer Protection Agency in maintaining standards of exportable commodities from Jigawa State;
- VIII. Work with and support the State Ministry of Commerce in organizing trade fairs and exhibitions on exportable products from Jigawa State;
- IX. Liaise with the Nigeria Export Promotion Council to ensure that State partake in National Programs of Export Promotion.

4/. Also, attached herewith list of the Committee Membership for guidance.

5/. While wishing you Allah's guidance in the charge of this assignment, accept assurances of the Secretary to the State Government esteemed regards.


ABBA MUSTAPHA YOLA
PERMANENT SECRETARY REPA
FOR: SECRETARY TO THE STATE GOVERNMENT.

**Ministry of Commerce, Industry, Cooperatives and Tourism
State Export Promotion Committee**

Proposed Members of the State

S/n	Designation	MDA/organisation	Position
1	His Excellency, the Deputy Governor	Deputy Governor's Office	Chair
2	Honourable Commissioner	Ministry of Commerce, Industry, Cooperatives and Tourism	Dep Chair
3	Honourable Commissioner	Ministry of Finance	Member
4	Honourable Commissioner	Ministry of Budget and Economic Planning	Member
5	Director General	State Investment Promotion Agency	Member
6	Honourable Commissioner	Ministry of Information	Member
7	Honourable Commissioner	Local Government	Member
8	Honourable Commissioner	Ministry of Justice	Member
9	Honourable Commissioner	Ministry of Agriculture	Member
10	Honourable Commissioner	Ministry of Women Affairs	Member
11	The President	Jigawa Chamber of Commerce	Member
12	Coordinator	State Export Processing Zone	Member
13	Managing Director	State Minerals Development Agency	Member
14	The Managing Director	Jigawa State Investment & Properties Limited	
15	State Coordinator	Nigeria Export Promotion Council	
17	Permanent Secretary	Ministry of Commerce	Secretary
17	Director Commerce	Ministry of Commerce	Asst Secretary
18	The Chairman,	Manufacturing Association of Nigeria (Bompai / Jigawa Branch)	

Jigawa State Government of Nigeria

Estimates Highlights

Recurrent Expenditure Estimates

Administrative Entity: 022200100100 Ministry of Commerce, Industries and Co-operatives

Estimates of the amount required for the services of this organisation in the year 2024:

Ninety Nine Million, Four Hundred and Twenty One Thousand Naira

₦ 99,421,000

Economic Code	Item Description	Approved Estimates 2024	Approved Estimates 2023	Actual 2023 (Jan - Aug)
	Recurrent Expenditure	99,421,000	91,790,000	51,371,134
21	Personnel Cost	80,521,000	77,700,000	45,759,609
22	Other Recurrent Cost	18,900,000	14,090,000	5,611,525

Jigawa State Government of Nigeria
Personnel Cost Estimates
Establishment Staff Distribution Profile

Administrative Entity: 022200100100 Ministry of Commerce, Industries and Co-operatives

Item Description	2024 Approved Estimates No. of Staff	2024 Approved Estimates Cost of Staff	2023 Approved Estimates No. of Staff	Post Filled 2023 (Jan - Aug)
Consolidated Staff Numbers	95	65,994,638	106	95
General Salary Structure	95	65,994,638	106	95
Junior Staff	27	11,700,106	32	29
GL - 04	6	2,343,636	6	8
GL - 05	8	3,329,894	11	13
GL - 06	13	6,026,576	15	8
Intermediate Staff	40	25,966,164	51	46
GL - 07	14	7,414,831	13	13
GL - 08	4	2,489,803	15	10
GL - 09	12	8,321,170	14	15
GL - 10	10	7,740,360	9	8
Senior Staff	28	28,328,368	23	20
GL - 12	14	12,765,346	8	12
GL - 13	6	5,923,418	7	2
GL - 14	6	6,386,738	5	4
GL - 15		-		1
GL - 16	2	3,252,866	2	1
GL - 17		-	1	

Jigawa State Government of Nigeria
Estimates Details
Recurrent Expenditure Estimates

Administrative Entity: 022200100100 Ministry of Commerce, Industries and Co-operatives

Economic Code	Item Description	Approved Estimates 2024	Approved Estimates 2023	Actual 2023 (Jan - Aug)
	Recurrent Expenditure	99,421,000	91,790,000	51,371,134
21	Personnel Cost	80,521,000	77,700,000	45,759,609
2101	SALARIES AND WAGES	34,965,000	39,557,000	23,755,518
210101	Salaries and Wages	34,965,000	39,557,000	23,755,518
21010101	Salary	34,965,000	39,557,000	23,755,518
2102	ALLOWANCES	45,556,000	38,143,000	22,004,091
210201	Regular / Non-Regular Allowances	45,556,000	38,143,000	22,004,091
21020103	Transport Allowance	6,487,000	7,172,000	4,268,826
21020104	Rent Supplement	6,993,000	7,911,000	4,751,103
21020105	Meal Subsidy	2,840,000	3,138,000	1,868,644
21020106	Utility Allowance	2,005,000	2,200,000	1,310,698
21020107	Entertainment	32,000	49,000	27,278
21020109	Leave Transport Grant	3,496,000	3,956,000	2,375,552
21020113	Hazard / Hardship Allowance	12,186,000	1,186,000	112,316
21020114	Board Members Allowance	1,620,000	1,620,000	675,000
21020117	Domestic Staff Allowance	720,000	756,000	660,000
21020136	Responsibility Allowance	720,000	720,000	346,666
21020137	Medical Allowance	8,457,000	9,436,000	5,608,008
22	Other Recurrent Cost	18,900,000	14,090,000	5,611,525
2202	GOODS AND SERVICES	18,900,000	14,090,000	5,611,525
220201	Transport & Travelling - General	5,200,000	4,200,000	2,739,000
22020102	Local Travel & Transport - Others	5,200,000	4,200,000	2,739,000
220203	Materials and Supplies - General	3,150,000	2,190,000	400,500
22020301	Office Materials and Consumables	2,000,000	2,000,000	344,500
22020306	Printing of Security Documents	1,000,000	90,000	56,000
22020309	Uniforms & Other Clothing	150,000	100,000	-
220204	Maintenance Services - General	5,690,000	4,390,000	2,015,000

Jigawa State Government of Nigeria
Estimates Details
Recurrent Expenditure Estimates

Administrative Entity: 022200100100 Ministry of Commerce, Industries and Co-operatives

Economic Code	Item Description	Approved Estimates 2024	Approved Estimates 2023	Actual 2023 (Jan - Aug)
22020401	Maintenance of Motor Vehicles / Transport Equipment	4,790,000	3,690,000	1,882,500
22020402	Maintenance of Office Furniture	300,000	200,000	10,000
22020404	Maintenance of Office / IT Equipment	600,000	500,000	122,500
220205	Training - General	600,000	500,000	-
22020501	Local Training	600,000	500,000	-
220209	Financial Charges - General	150,000	150,000	11,525
22020901	Bank Charges (Other than Interest)	50,000	50,000	11,525
22020902	Insurance Premium	100,000	100,000	-
220210	Miscellaneous Expenses - General	4,110,000	2,660,000	445,500
22021001	Refreshment and Meals	500,000	400,000	60,000
22021002	Honorarium and Sitting Allowance Payments	600,000	500,000	100,000
22021003	Publicity and Advertisements	200,000	200,000	100,000
22021006	Postage and Courier Services	100,000	50,000	-
22021043	Official Presents and Souvenirs	200,000	200,000	-
22021050	Official Ceremonies and Celebrations	200,000	200,000	-
22021052	Project Monitoring & Evaluation (M & E) Expenses	600,000	500,000	25,000
22021053	National Councils Meetings	600,000	500,000	160,500
22021068	Governing Council Expenses	110,000	110,000	-
22021082	Export Promotion Council Operations	1,000,000	-	-

Jigawa State Government of Nigeria

Capital Expenditure Estimates

Report Scope: 022200100100 Ministry of Commerce, Industries and Co-operatives

Code	Item Description	Project Status	Approved Estimates 2023	Actual 2023 (Jan - Aug)	Approved Estimates 2024	Remarks
	Consolidated Estimates		2,578,200,000	579,143,665	4,629,773,000	
02	Economic		2,578,200,000	579,143,665	4,629,773,000	
022200100100	Ministry of Commerce, Industries and Co-operatives		2,578,200,000	579,143,665	4,629,773,000	
020050	Business Development Support Services	Ongoing	1,467,200,000	94,558,748	1,436,000,000	The Provision is earmarked for the Implementation of CARES Programme and other projects. The Sum of N1.4 billion to be fund from CAREs Programme Grant to Small Medium Enterprise's across the state, and N41.0 million from State Treasury for the following activities: <ol style="list-style-type: none"> i. Cooperative member education workshop involving 500 members N6.0 million; ii. State participation in the NCC, MAN, annual conference N6.0 million; iii. Survey/update of SMEs data -N12.0 million; iv. Training of SMEs on record / book keeping, E-Commerce. - N6.0 million; v. Support to NASSI. -N5.5 million.
020053	Maigatari Trade - Free Zone Project	Ongoing	35,000,000	7,550,000	505,000,000	The provision is for the following activities: <ol style="list-style-type: none"> i. Construction of uncompleted 3.5km Road - N296.0 million; ii. Electrification services of 3no. 500KVA transformer - N100.0 million; iii. Procurement of Water supply Equipment (3no. Overhead Tanks and 4no. Submersible pumps) – N34.0 million; iv. Payment of Operating License 2023/2024 and Operational Guideline - N50 million; v. Construction of mosque at Export Promotion Zone Secretariat - N20.0 million; vi. Development of Promotional activities includes (Printing of Bill Board, Hand Bill and Journal) - N5.0 million.
020054	Major Markets Development	Ongoing	73,000,000	33,983,356	1,877,973,000	The provision is for the following: <ol style="list-style-type: none"> i. Construction of 6no. Blocks of 8no. Shops and stall at Babura, kanya Babba and Malam-Madori markets - N60.523 million; ii. Construction of Market Adminis-

Jigawa State Government of Nigeria

Capital Expenditure Estimates

Report Scope: 022200100100 Ministry of Commerce, Industries and Co-operatives

Code	Item Description	Project Status	Approved Estimates 2023	Actual 2023 (Jan - Aug)	Approved Estimates 2024	Remarks
						<p>trative office and Medical Clinic at Sara market - N7.3 million;</p> <p>iii. Construction of Well fence and restructured/Segmentation of Gu-jungu and Sara Markets - N83.7 million;</p> <p>iv. Installation of Solar Street Light to Improved Security at Sara, Maigatari and Gujungu markets - N50.0 million;</p> <p>v. Completion for Construction of Feeder Roads and Culvert, Drainages, Earth filling at Maigatari and Shuwarin markets - N71.15 million;</p> <p>vi. Construction of 3no. Blocks and Stall at kijawal and Hadejia fish market N55.4 million;</p> <p>vii. Procurement of Motor Vehicle (Hilux) - N48.4 million;</p> <p>viii. Procurement of 2no. of Motor Cycles - N1.5 million.</p> <p>ix. Construction of 3No. New Modern Market at Dutse, Hadejia and Maigatari N1.5 billion.</p>
020055	Consumer Protection Committee Activities	Ongoing	10,000,000	2,000,000	76,000,000	The Provision is for the Sensitizations and Other Consumer Protection Activities
020064	Tourism Promotion Activities	Ongoing	20,000,000	-	228,500,000	<p>The Provision is for the implementation of various Tourism Promotion activities:</p> <p>i. Conversion of Ibrahim Saminu Turaki Tower in to Tourism Studio and recreation center - N100.0 million</p> <p>ii. Construction of Dutse Tourist Transit Camp (ongoing) - N51.5 million</p> <p>iii. Procurement of 1no. 32 sitter excursion Bus - N45.5 million</p> <p>iv. Procurement of Tourism Promotional Audiovisual equipment, digital video camera, binoculars etc. - N4.5 million</p> <p>v. Production of tourist guide books and folders - N6.0million</p> <p>vi. Establishment of Mobile Zoo at Dutse during Sallah celebration - N3.5 million</p> <p>vii. Sensitization workshop for Tourist establishment - N2.5 million</p> <p>viii. Celebration of World Tourism Day - N2.5 million</p> <p>ix. Architectural Design and Bill of quantity - Gumel Horse/Camel racing stadium - N3.75 million,</p> <p>x. Development of Baturiya Birds</p>

Jigawa State Government of Nigeria

Capital Expenditure Estimates

Report Scope: 022200100100 Ministry of Commerce, Industries and Co-operatives

Code	Item Description	Project Status	Approved Estimates 2023	Actual 2023 (Jan - Aug)	Approved Estimates 2024	Remarks
020066	Trade Fairs, Road Shows and Business Promotion Support	Ongoing	7,000,000	1,720,000	60,900,000	Sanctuary - N3.75 million XI. Engagement of Consultant for the draft of Jigawa State Tourism Policy and Tourism Master Plan - N5.0 million. The provision is for the following activities: i. State Participation at Kaduna International Trade Fair - N4.8 million; ii. Maintenance of E-Registration of Business Premises - N5.2 million; iii. Regional Fairs and Other Local Fairs in Collaboration with State Chamber of Commerce - N13.4 million; iv. Procurement of ICT Equipment and Accessories for Head Quarter - N7.1 million; v. Hosting of State Trade Fairs in Collaboration with the Chamber of Commerce at Dutse - N30.4 million.
020067	Nigeria - Niger Economic and Trade Development Corridor	Ongoing	7,000,000	-	30,400,000	The provision is for the facilitation activities in respect of Zinder – Daura – Jigawa - Kano Trade Corridor including Attendance and Hosting of Trade Mission and State Contribution to Member Activities / Initiatives.
020070	Establishment of Industrial Cluster Layouts	Ongoing	959,000,000	439,331,561	410,000,000	The Provision is for the Development of Structure for Industrial Cluster Layout Gagarawa industrial park projects
020071	State Export Promotion Council Activities	New	-	-	5,000,000	The provision is for the Export Promotion Council activities