



AMERICAN SOCIETY OF  
**SAFETY PROFESSIONALS**

Nigeria Chapter

## 2018/2019 NIGERIA CHAPTER MEETING MINUTES

<b>Date:</b>	July 21, 2018	<b>Venue:</b>	Governing Council Hall, College of Education, Warri, Delta State
<b>Start Time:</b>	11:30 (WAT)	<b>End Time:</b>	13:45 (WAT)

### AGENDA

S/N	TOPICS	ACTION BY
1.	<b>OPENING</b>	
	The meeting began with opening prayer by Yusuf Malgwi	
2.	<b>SAFETY BRIEF &amp; MOMENT</b>	
	Stephen Udezi the outgoing President took the safety moment and intimated all members in the hall of the emergency exit.	
	<b>PRESIDENT'S OPENING REMARK</b>	
	The president thanked all members for committing their time and resources to attend the meeting as he presented the agenda of the day.	
3.	<b>SAFETY BRIEF &amp; MOMENT</b>	
	The Minutes of the last meeting was read by Daniel Osadiaye to all and adopted by Ibe Obasi and Seconded by Ogechukwu Ukandu	
4	<b>INTRODUCTION OF MEMBERS</b>	
	Introduction was made by all members present at the meeting for familiarization and networking purposes.	
5	<b>MATTERS ARISING</b>	<b>ACTION BY</b>
5.1	<b>CHAPTER MEMBER DEATH:</b> The outgoing President informed the house of the passing away of one of our Chapter member and wife of Chapter delegate 2 Dr. Andy Uzor. A minute silence was observed on her behalf.	
5.2	<b>2018 NIGERIA CHAPTER PDC:</b> The Out-going President (Stephen Udezi) gave a summary of the 2018 Nigeria PDC held on May 4 -5, 2018, at 3-Bees Event Center, Ketu, Lagos State. The event was sponsored by Lagos State Safety Commission and hosted Dr. Yassin an international member/ representative of ASSP region IX. The papers presented during the Nigeria Chapter PDC are available online on the chapter website. The attendance of members at the PDC was not encouraging, most exhibitor parties were invited by the Lagos State Safety Commission and some executive	



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members were also absent at the Nigeria Chapter PDC.

There was a security incident involving Dr. Yassin our invited guest speaker at the PDC, where his travelling bag was stolen. With the help of the Nigeria Police Force the bag was eventually recovered, though his money and laptop were not recovered, but his medication, travel documents were all recovered.

**Learning Points:**

- More security is required during Nigeria Chapter PDC especially when international guest are expected.
- Members are urged to be vigilant while attending the conference and ensure that we look after our properties.
- The incoming executives were advised to devise strategies to encourage members' participation.

**Members Comments:**

Ambassador FEK Nakpodia appreciated the efforts of the members and executives who worked hard to ensure that the PDC took place.

5.3 **2018 GLOBAL PDC SAN ANTONIO TEXAS**

The out-going President (Stephen Udezi) invited members who attended the global PDC in San Antonio Texas to give an analysis of the events:

- The Nigerian Night was combined with the Global Reception. Members observed lack of coordination and poor representation of the Nigerian Culture.
- There was a feedback session after the global reception, which was good for review and for members' input, this was highly appreciated
- The Nigerian members' attendance was lower than usual, probably due to the economic crisis.
- The exhibitions arena was not as full as previous PDCs.
- The lectures were more organized as access to the materials was easier.
- There was a research arena, with posters and access to researchers, which was good for academics.

**Recommendations:**

1. The Nigerian Chapter should have a representative inclusive of the executives to liaise with the global/regional body to organize the Nigerian Night together with the global reception. This will
  - a. Reduce cost,
  - b. Ensure better cultural representation and
  - c. Enhance Nigeria Chapter visibility.
2. Devise strategies for group travels towards the 2019 PDC, visa applications, tickets, hotels to reduce travel cost and simplify the process.



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5.4	<b>AWARD OF CERTIFICATES:</b> The out-going President appreciated all those who worked with him during his tenure. As a show of his appreciation he awarded certificates to the organizers of the July, 2018 meeting in Warri, the Past Student Adviser (Mr Aliu Yahah), the New Student Section Adviser amongst others.										
6.0	<b>HANDOVER AND INAUGURATION</b>										
6.1	<b>HANDOVER ACTIVITIES:</b> The out-going President gave a re-cap of events that took place during his tenure and handed over as follows: <ol style="list-style-type: none"><li>1. Verbal account of the activities that occurred during the 2017 -2018 period.</li><li>2. The financial report was unavailable. He read the bank statement of few financial activities after the 2018 Nigerian PDC, and the account balance was N20,000.00. However, there was a last minute deposit of N200, 000.00 before the printing of the statement made by a donor referred by Mr. Daniel Osadiaye (New President).</li><li>3. He also stated the rent for the Secretariat in Warri has been paid for till April 2019. Evidence will be handed to the new executives in due time.</li><li>4. He handed over the Chapter Certificate and Banners present at the venue to the new executives.</li><li>5. The keys to the office were unavailable at the time and he promised handing it over to the New President as soon as possible.</li><li>6. The secretariat is to be inventoried and a report of items in the secretariat prepared. This however, will be done once the keys to the secretariat are handed over.</li></ol> <b>INAUGURATION OF NEW EXECUTIVES</b> 6.2 Mr. Stephen Udezi officially presented the new executives to the house and welcomed them into the service of ASSP Nigeria Chapter 2018 -2019. He pledge his support towards the success of the tenure and urged all members to show support towards the growth and development of the chapter.  The Executives are as below: <table><tr><th>NAME</th><th>POSITION</th><th>CONTACT</th></tr><tr><td>Daniel Osadiaye</td><td>President</td><td><a href="mailto:president@nigeria.assp.org">president@nigeria.assp.org</a> <a href="mailto:danielosadiaye@yahoo.com">danielosadiaye@yahoo.com</a> +234 803 976 0445</td></tr><tr><th>NAME</th><th>POSITION</th><th>CONTACT</th></tr></table>	NAME	POSITION	CONTACT	Daniel Osadiaye	President	<a href="mailto:president@nigeria.assp.org">president@nigeria.assp.org</a> <a href="mailto:danielosadiaye@yahoo.com">danielosadiaye@yahoo.com</a> +234 803 976 0445	NAME	POSITION	CONTACT	
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Daniel Osadiaye	President	<a href="mailto:president@nigeria.assp.org">president@nigeria.assp.org</a> <a href="mailto:danielosadiaye@yahoo.com">danielosadiaye@yahoo.com</a> +234 803 976 0445									
NAME	POSITION	CONTACT									



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Ebele Chiatula	Secretary	<a href="mailto:secretary@nigeria.assp.org">secretary@nigeria.assp.org</a>
Bukola Ayo	Treasurer	<a href="mailto:treasurer@nigeria.assp.org">treasurer@nigeria.assp.org</a>
Ekam Sikes	President- Elect	sikesekam@gmail.com
Dr. Ogechi Ukandu	Delegate	ogelic@yahoo.com

The house gave a resounding round of applause and there was a picture section with the Out-going and Newly inaugurated executives.

**6.3 PRESIDENT'S INAUGURATION ADDRESS:**

He thanked all Members for their support and pledged to do well to move the association forward. He gave a summary of all the planned activities for the year encouraging members to support and volunteer towards the success of the chapter.

**6.4 MEMBERS COMMENTS ON THE INAUGURATION:**

Herbert Nwaka: Welcomed the new executives and informed the house that the immediate past president is always part of the executives to ensure a smoother transition. He urged that in planning activities, the executives do not get distracted from the business of ASSP, which is leading the way with safety standards, regulations and practice of the profession. He encouraged the executives to take advantage of the pledged support of members, other organizations and make positive changes in Safety management.

Yusuf Malgwi: He supported Herbert's comments on making the association stand out. He also recommended to the executives to formally invite ISPON for their meetings, if not anyone who attends without due, representation from ISPON should abide by the rules of the house like any other member. He then apologized on behalf of ISPON for the disruption caused at the previous PHC meeting.

**7.0 A.O.B**

**7.1 PEACE MISSION TO ISPON:**

With the MOU between ISPON and ASSP, there was need for ASSP to come into ISPON crisis. The President Daniel Osadiaye appointed Herbert Nwaka on behalf of ASSP Nigeria Chapter to chair the conflict resolution committee. Members agreed with this suggestion. Herbert Nwaka gracefully accepted to chair the committee.

After deliberations the house agreed on the following:

- To avoid bias, the head of the committee should not be a member of ISPON but other members could be depending on choice of who can deliver.



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7.2	<ul style="list-style-type: none"> <li>The committee chair is to adopt two to three more objective ASSP members to join the team.</li> <li>The team was tasked to ensure peace between conflicting parties and resume activities normally in ISPON.</li> <li>The chairman requested for the commitment of the house in order for him to go to unreserved lengths to ensure his task is successfully completed.</li> </ul>	
7.3	<p><b>THE SAFETY PRACTICE:</b> Ibe Obasi suggested that during the next review of ISPON act, they should develop a section that ensures the protection of the practice should there ever be another crisis in ISPON.</p>	
7.4	<p><b>ASSE to ASSP</b> James Coker reminded the new excos that as the name has changed, we should try to change the banner and other public display materials. The president assured the house that he's already working on it.</p>	
7.5	<p><b>NOTE OF STEWARDSHIP:</b> James Coker reminded the outgoing president of a note of stewardship that he is supposed to give to members on his exit from the office. He told him to prepare it for the next meeting.</p> <p><b>ANDY UZOR'S WIFE'S BURIAL:</b> The details of the event was shared with the house. Mrs. Mercy Irefo collected free will donations that will be presented to him by ASSP members that will attend funeral. She collated names of those interested in attending the burial.</p>	
8.0	<b>NEXT MEETING &amp; ADJOURNMENT</b>	
	<p>Next meeting will be holding in September in Lagos, details of the meeting will be shared via email. Daniel Omonoba called for adjournment seconded by Mercy Irefo.</p>	
9.0	<b>CLOSING</b>	
	<p>Meeting closed at 1:45pm with a Closing prayer led by Mr. John Coker. Pictures were taken afterwards and refreshment was shared.</p>	John Coker



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**ACTION ITEMS**

S/N	ACTION ITEM	RESPONSIBLE PARTY	DUE DATE
1	Handover of Secretariat access keys and complete inventory	Stephen Udezi	Immediately
2	Stewardship account of the past executives	Stephen Udezi	September 15, 2018
3	Distribution of Annual Chapter plan	Excocs	Immediately
4	Peace Mission to ISPON	Peace Mission C'tte	September 15, 2018
5	Change of ASSE on banners	Executives	On going
6	Andy Uzors Wifes' Funeral	Mercy Irefo	August 3, 2018
7	2019 Nigeria PDC: Plan, Participation fee, Venue etc.	Executives & Organising C'tte	On going
8	Look into group discount for tickets and hotels for 2019 international PDC	Not assigned (Love & Omonoba suggested)	
9	ISPON Act review inputs from ASSP NC	Not assigned	

**APPENDIX 1 – ATTENDANCE LIST**

S/N	NAME	MEMBERSHIP NUMBER	MOBILE NUMBER	EMAIL ADDRESS
1	Daniel Osadiaye	010034635	08039760445	<a href="mailto:Danielosadiaye@yahoo.com">Danielosadiaye@yahoo.com</a>
2	Ebele Chiatula	010082625	08038970052	<a href="mailto:ebele_blaze2@yahoo.com">ebele_blaze2@yahoo.com</a>
3	Bukunola Ayo	010071243	08037090710	<a href="mailto:lilbukza@yahoo.co.uk">lilbukza@yahoo.co.uk</a>
4	Ogechukwu Ukandu (Dr.)	010018532	08033082767	<a href="mailto:ogelic@yahoo.com">ogelic@yahoo.com</a>
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8	Malgwi Yusuf-Haruna	010023721	08188078765	<a href="mailto:jumagwi@yahoo.com">jumagwi@yahoo.com</a>
9	Omonoba Daniel O	010097060	08063788867	<a href="mailto:danomonoba@gmail.com">danomonoba@gmail.com</a>
10	John B. Coker	20085	08034881661	
11	Ahonsi Peter		07031084162	<a href="mailto:Sir.ahonsip@gmail.com">Sir.ahonsip@gmail.com</a>
12	Edomwonyi Edith	010074337	070310196580	<a href="mailto:edijest2real@yahoo.com">edijest2real@yahoo.com</a>
13	Gbmauti E		08067490478	
14	John O. Erhekpaine	010003264	08054610716	<a href="mailto:John.erhekpaine@gmail.com">John.erhekpaine@gmail.com</a>
15	Ibe Ina Obasi	010090464	08034923366	<a href="mailto:iobasi@alcon-ng.com">iobasi@alcon-ng.com</a>
16	Emilina Jekiri	010060139	08034317144	<a href="mailto:eejekiri@yahoo.com">eejekiri@yahoo.com</a>
17	Irefo Mercy O		08033171909	<a href="mailto:Mercyirefo1@yahoo.com">Mercyirefo1@yahoo.com</a>
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22	Emmanuel Ezenwanne		08138129166	
23	Olowoyeye Helen	010066945	08039385834	<a href="mailto:olowoyeyehelen@yahoo.com">olowoyeyehelen@yahoo.com</a>



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24	James Coker		08033398677	<a href="mailto:Corker_jms@yahoo.com">Corker_jms@yahoo.com</a>
25	Omorogiuwa Weyimi	intending		<a href="mailto:Welapa8@gmail.com">Welapa8@gmail.com</a>

## **APPENDIX 2 – APOLOGIES LIST**

<b>S/N</b>	<b>Name</b>
1	Marcellina I. Okabuonye (Mrs)
2	Engr. Edwin O. Okabuonye
3	Yakubu Waziri
4	Shaw Fregene
5	Justina Okoro
6	Zubair Fatima
7	Adegboyega Adeyeye
8	Nsikak Ekam
9	Kabir Sheun

### **The ASSE Nigeria Chapter Bank Account Details (CURRENT NAIRA ACCOUNT):**

Bank Name: **STERLING BANK**  
Account Name: AME SOC. OF SAFETY ENGR NIG CHP  
Account Number: **0017496725**  
Account Type: Current Account  
Branch: Warri Branch

### **List of Executives and Committee Chairs**

<b>Name</b>	<b>Position</b>	<b>Email Contact</b>	<b>Mobile Number</b>
Daniel Osadiaye	President	<a href="mailto:president@nigeria.assp.org">president@nigeria.assp.org</a> <a href="mailto:Danielosadiaye@yahoo.com">Danielosadiaye@yahoo.com</a>	+2348039760445
Nsikak A. Ekam	President Elect	<a href="mailto:president-elect@nigeria.assp.org">president-elect@nigeria.assp.org</a> <a href="mailto:sikesekam@gmail.com">sikesekam@gmail.com</a>	+2348030723798
Ebele Chiatula	Secretary	<a href="mailto:secretary@nigeria.assp.org">secretary@nigeria.assp.org</a>	+2347038970052
Bukunola Ayo	Treasurer	<a href="mailto:treasurer@nigeria.assp.org">treasurer@nigeria.assp.org</a>	+2348037090710



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FEK Nakpodia	Membership Chair	<a href="mailto:feknak@yahoo.com">feknak@yahoo.com</a>	+2348035014518
Herbert Nwaka	Award & Honors Chair	<a href="mailto:herbertnwaka@yahoo.com">herbertnwaka@yahoo.com</a>	+2348023340290
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Prisca Iwunze	Communication/ Newsletter Chair	<a href="mailto:prischine2008@yahoo.com">prischine2008@yahoo.com</a>	+2348027924347
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