

**MINUTES OF MEETING WITH REPRESENTANTIVES OF THE
DEVELOPMENT FINANCE DEPARTMENT, CBN ON MONDAY,
18TH JANUARY, 2010**

S/N	NOTES	ACTION
	<p>ATTENDANCE</p> <ol style="list-style-type: none"> 1. Dr. Jerry Abba – DFD-CBN 2. Hajia H.U. Sabo – DFD-CBN 3. Chuku, C.C, Esq - NGF <p>COMMENCEMENT</p> <p>The meeting started at 2 pm. Dr. Jerry Abba anchored the meeting and stated that as a follow up to the larger meeting that was held on Wednesday, 13th January, 2010, the meeting was convened basically to agree on the date for the proposed seminar on micro-finance as well other details of the programme.</p> <p>It was agreed that the Central Bank of Nigeria (CBN) would cater for the following:</p> <ul style="list-style-type: none"> • Provision of resource persons; • Preparation of seminar papers-topic, content etc • Preparation of comprehensive budget for the event; <p>The NGF on the other hand would provide the funds to cover the following:</p> <ul style="list-style-type: none"> • Venue • Honorarium for the speakers; • Cost of production of papers and other documentation; • Miscellaneous expenses <p>The meeting was informed that the papers to be presented would cover such areas as:</p> <ul style="list-style-type: none"> • Local and offshore funding sources for SMEs and Agriculture –Donor Agencies, CBN etc; • Position of SME and Agric financing today-Role of the two tiers of Government (State & Local Governments) ; 	

- General overview of the functions of the Development Finance Dept, CBN.

A tentative date for the seminar was fixed at Monday, 15th March – Wednesday, 17th, 2010.

While the Governors would have their own event scheduled for the first day (15th March, 2010), the senior officials would have theirs on Tuesday and Wednesday (16th -17, March, 2010).

The event for the Governors would take about 3 hours and would consist of concise, short, PowerPoint presentations.

There would be 5 participants per State comprising of 3 Commissioners of Agriculture, Finance and Commerce/Industries and two representatives from the Local Government-a Chairman and a Secretary for Agriculture.

Finally, the meeting agreed that the budget being put together by the CBN would be made available to the NGF Secretariat on Wednesday, 20th January, 2010.

The meeting came to an end by 3.00pm.

Chuku, C.C, Esq
Head, Legal/Secretary

**MINUTES OF MEETING WITH REPRESENTANTIVES OF THE
DEVELOPMENT FINANCE DEPARTMENT, CBN ON MONDAY,
8TH FEBRUARY, 2010**

S/N	NOTES	ACTION
	<p>ATTENDANCE</p> <ol style="list-style-type: none"> 1. Hajia H.U. Sabo – DFD-CBN 2. Chuku, C.C, Esq - NGF 3. Philemon Anda - NGF <p>COMMENCEMENT</p> <p>The meeting started at 11.50 am.</p> <p>Upon a re-cap of the decisions of the last meeting held on 18th January, 2010 on the proposed seminar on SME & Microfinance, the following decisions were reached:</p> <p>In respect of the budget, the following information was provided:</p> <ol style="list-style-type: none"> i. Honorarium for Resource persons is as follows: <ul style="list-style-type: none"> • For international Resource persons – N420, 000 (which does not include cost of air tickets and accommodation); • For Local Resource persons – N150 ,000 (+ Air tickets and accommodation for those not resident in the FCT); <p>It was however agreed that owing to constraints of time, it was not practical to involve international persons in the proposed seminar.</p> <ol style="list-style-type: none"> ii. In relation to venue, it was agreed that the Forum would explore the possibility of using Sheraton Hotel, Hilton and^{PT} International Conference Centre. iii. The CBN committed to making the names of the speakers ready by Tuesday, 9th February, 2010. iv. The event was meant to cater for the governors of the 36 States, senior officials of the State responsible for MSMEs and 2 officials each of the 774 Local governments. 	

Upon enquiries as to the distinction between Small and medium Enterprises (SME) and micro-finance, it was explained that the proper designation was Micro, ~~finance~~, Small and Medium Enterprises (MSME). The proposed seminar was meant to cover all.

Finally, it was advised that papers be produced both in hard and soft copies.

The meeting came to an end by 12. 15pm.

Chuku, C.C, Esq
Head, Legal/Secretary