KANO STATE OF NIGERIA
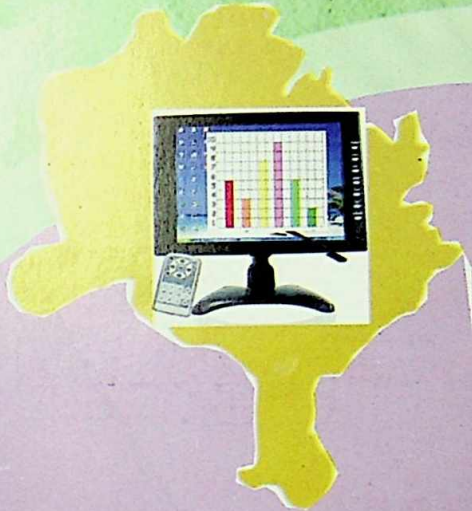
Work Plan on Kano Databank Project

2009-2011

MINISTRY OF SCIENCE AND TECHNOLOGY,

KANO STATE

Work Plan for the Kano State Databank Project

2009 – 2011

Muharram 1431 / January 2010

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MESSAGE BY HIS EXCELLENCY, MALAM IBRAHIM SHEKARAU, THE EXECUTIVE GOVERNOR OF KANO STATE

The world today is reduced to a global village not because geographical distances and barriers are overcome, but because information about people and nations, and on events, sometimes as they unfold, is available to anybody who desires and has the means of acquiring it. The success of individuals, organizations and nations in this global village is increasingly becoming a factor of the quantity and quality of information available and how it is harnessed and used.

Right from the inception of our administration, we recognized the need for increased emphasis on information gathering and analysis. We therefore strengthened the existing structures, especially the departments of Planning, Research and Statistics in all ministries, departments and agencies (MDAs) and re-engineered others such as the Directorate of Research and Documentation in order to bring about greater efficiency in this critical domain.

As we increased our commitment and determination to exploit the new wave of Information and Communication Technology (ICT) for the development of our state, we realized the benefits of

using this new technology to improve our capacities for data gathering, storage and analysis. We thus decided to establish a fully automated databank and we entrusted this responsibility on our young and recently established Ministry of Science and Technology.

The establishment of the Kano State Databank would go a long way in transforming the basis for policy formulation and decision making in the State. With the databank, projections could easily be made when all tiers of government wish to provide social amenities such as schools, hospitals as well electricity and water supplies. I am confident that the new Ministry with the cooperation and involvement of other ministries, departments and agencies and other relevant stakeholders, will be able to successfully implement this gigantic project. It is my belief that the work plan written for this important project would serve as a guide and a reference material for unifying the thoughts and actions all the stakeholders in the project.

Finally, I wish to congratulate the Ministry on publishing the work plan and to wish it success in its implementation.

Ibrahim Shekarau

Muharram 1431 / January 2010

FOREWORD

The importance of data, especially as it relates to planning and administration in both the public and private sectors, cannot be overemphasized. Recognizing its significance and enormous benefits, the present administration under His Excellency Malam Ibrahim Shekarau decided, right from inception, to accord attention to documentation and publication of its major activities and achievements. This has resulted in the strengthening of all the MDAs responsible for collecting, analyzing and storing information.

When our new ministry was established in January 2009, little did we realize that we would be part of this major undertaking. However, when we were given marching orders to be a part of this effort and indeed to be in charge of the development and establishment of a modern databank for the state, it was easy to see why. Information and Communications Technology (ICT) has greatly revolutionized the way data is collected and stored so much so that today computers and other sophisticated ICT equipment dominate the structure and makeup of databanks.

Our ministry is not under any illusion about the technical and logistic challenges that would be faced in executing this very important project. This is why we found it appropriate to develop a detailed work plan that would guide the Ministry as well as other stakeholders in this critical assignment, and serve as a reference point from which to implement and evaluate the success of the project.

While thanking Samarib Ventures Ltd which was commissioned to produce this document, I pray to Allah (SWT) to assist the Ministry and other stakeholders in implementing the work plan and to make it beneficial to the people of Kano State.

Dr. Bashir S. Galadanci

Pioneer Commissioner, Ministry of Science and Technology, Kano State.

Muharram 1431 / January 2010

Chapter One

INTRODUCTION

We are living today in a new era that is commonly referred to as the Information Age. It is an era in which information plays a critical role in the success of organization and nations over and above the traditional factors such as land, labour, and capital. The recognition of the importance of the importance of information has brought about the need for better means of collecting, storing, processing, analyzing and disseminating information.

It is common knowledge that computers have made the processing and storage and retrieval of data much easier than before. Large amounts of data can be processed quickly through computers aiding in the conversion of data to information. Raw data enter the system and are transformed into the system's output, that is, information to support managers and administrators in their decision making and daily work. Recent trends in the existing field of Information and Communication Technology (ICT) have brought about the development of complex information systems that can store massive amounts of information of all sorts yet provide to each user just the required processed information in the correct amount of details he/she needs. Such systems which are now

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commonly referred to as databanks are very useful in today's knowledge economy and information driven world. They allow for proper planning as well as effective decision making, and ensure that important records are securely stored for present and future generations.

Cognizant of the crucial role of databanks in ensuring efficient government operations, Kano State Government has embarked on a major project to develop a comprehensive and robust databank that would store and process the different forms of information required by the government, the private sector, specialized groups and the general public for their various needs.

Given the complex nature of databanks, it has become necessary to develop a well articulated work plan that would ensure the success of this lofty project.

This work plan examines essential concepts and issues related to databanks and provides a roadmap on the state databank project.

After this introductory chapter, the next chapter examines basic concepts related to data and information as well as the importance data and information as management/ administrative tools. This is followed by Chapter 3 which reviews the

state data production and management in Nigeria. Chapter 4 provides the mission and vision of the Kano State Databank Project and reproduces the Institutional Framework for the Data Bank Project obtained from the Ministry of Science of Science Technology. Chapter 5 explains the types of uses of the databank to the people and government of Kano State, the entire nation and the world. The final chapter presents a record of activities carried out in 2009 in relation to the databank project, and a 2-year work plan (2010-2011) in tabular format.

Chapter Two

THE IMPORTANCE OF DATA AND INFORMATION AS MANAGEMENT TOOLS

This chapter begins by examining some basic concepts and issues related to data and information in order to facilitate proper understanding of the databank project. This is followed by the explanation of the importance of data and information as veritable tools of management and administration especially in our modern world.

Data and Information

Data refers to raw, unevaluated facts, figures, symbols, objects, events, etc. Data may be a collection of facts lying in storage, like a telephone directory or census records.

Information, on the other hand, refers to data that have been put into a meaningful and useful context and communicated to a potential user who uses it to make decisions (Babu, Singh and Sachdeva, 1997)

The main characteristics of good information include relevance, timeliness and accuracy. Information is relevant if it leads to improved decision making. Timeliness refers to the currency of the information presented to the users while

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accuracy is determined by comparing the data to actual events. The value of information is related to those who use it, when it is used, and in what situation it is used (Babu, Singh and Sachdeva, 1997)

Databanks, Databases and an Information Systems

A databank is defined by the Business Dictionary as an "organized collection of data or information on one or more subjects, or for a particular purpose". Diaries, files, or record books (however small) are examples of data banks given by this dictionary.

A database is an integrated collection of logically related records or files consolidated into a common pool that provides data for one or more multiple uses. One of the ways of classifying databases involves the type of content, for example: bibliographic, full-text, numeric or image. Other ways start from examining database models or database architectures which software uses to organize data in databases (Wikipedia, the free Encyclopedia)

Following Awad & Gotterer (1992), Babu, Singh and Sachdeva (1997) submit that

A database on a given subject is a collection of data on that subject that observes three criteria: comprehensiveness (completeness), nonredundancy, and appropriate structure. Comprehensiveness means that all the data about the subject are actually present in the database. Nonredundancy means that each individual piece of data exists only once in the database. Appropriate structure means that the data are stored in such a way as to minimize the cost of expected processing and storage.

The idea of a large corporate database that can be flexibly shared by several applications or model bases has been realized by means of software packages called *database management systems* (DBMSs) , which are available in the market under different trade names such as ORACLE, SYBASE, INGRES, FOXBASE, and dBASE.

These writers also defined an information system as a

Computer-based system, one that is designed to support the operations, management, and decision functions of an organization. Information systems in

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organizations thus provide information support for decision makers.

Types of information systems include transaction processing systems, management information systems, decision support systems, and strategic information systems.

Sachdeva (1990), following Mason and Swanson (1981) and as contained in Babu, Singh and Sachdeva (1997) describes four categories of management information systems as follows:

(1) Databank Information System: the responsibility of this information system is to observe, classify, and store any item of data which might be potentially useful to the decision maker.

(2) Predictive Information System: This system gives room for the drawing of inferences and predictions that are relevant to decision making.

(3) Decision-making Information System: This system goes one step further in the process of decision making as it incorporates the value system of an organization or its criteria for choosing among alternatives.

(4) Decision-taking Information System: This is a decision system in which the information system and the decision maker are one and the same. A clinic that collects information on the effects of previous treatments of certain diseases, and then uses this information in taking decision on the next line of action for diseases not successfully treated, is using a decision-taking information system.

The above classification is based on the level of support that the information system provides in the process of decision making.

Importance of Data and Information

The establishment of a new ministry, department, unit, agency or the setting of a non-governmental organization, business, etc, all requires informed decisions. Such decisions invariably require data collection in the absence of a databank. But where a databank exists, one needs only to retrieve and use it for decision making. A databank on the education sector of a state, for example, with the latest information on the number, location, categories and population of schools, the curriculum in use, the size, qualification, rank and years of working experiences of the teaching and non-teaching staff, could lead to good decisions on the following:

a. Establishment of a staff development and training department by the Ministry of Education.
b. Redesigning the functions of an existing department.
c. Forming a non-governmental organization with the aim of helping teachers and principals to acquire new techniques of classroom and school management respectively.
d. Establishing businesses to provide services or supply educational materials to schools.

Data and information are also vital resources when it comes to the operation and management of organizations. Effective execution of the four managerial functions namely, planning, organizing, directing, and control, certainly requires timely availability of relevant data and information.

Information has a great impact on decision making, and hence its value is closely tied to the decisions that result from its use. As Babu, Singh and Sachdeva (1997) observe,

> An information system in an organization is like the nervous system in the human body: it is the link that connects all the

organization's components together and provides for better operation and survival.

In the modern world, data captured in the computer and made available in the Internet makes life very easy; a businessman, for example, visiting Jeddah city from Nigeria, can make enquiries on hotels in that city and on their charges per night before leaving his home. In the same way, tourist from Rome with the help of a databank made accessible through the Internet, could become aware of the durbar and Sallah festivities taking place in Kano and know about hotels in the city and their rates.

Chapter Three

A REVIEW OF DATA PRODUCTION AND MANAGEMENT EFFORTS IN NIGERIA

Introduction

This chapter reviews some of the efforts and arrangements made in Nigeria in general and in Kano State in particular in relation to data production and management. While data production has to do with the collection or generation of data through various means, data management deals with its processing, storage, distribution and subsequent utilization. The chapter specially reviews the functions of the Federal Office of Statistics established since 1947 now replaced by the National Bureau of Statistics (NBS). This is followed by the review of efforts of the Kano State Government. Finally the efforts made by the African Institute for Applied Economics (AIAE) a non-governmental organization that established a research databank in 2006, is included as an example of a databank project.

Efforts of the National Bureau of Statistics

The National Bureau of Statistics (NBS) came into being with the merger of the Federal Office of Statistics (FOS) and the National Data Bank (NDB).

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The creation is part of the implementation of the Statistical Master Plan (SMP), a programme document of the Federal Government of Nigeria (FGN). The document's preparation was funded by the World Bank in 2003 (http://nigerianstat.gov.ng/index.php/pages/aboutNbs)

The NBS provides comprehensive, timely, relevant, customer focused and responsive statistical information relating to the social and economic activities as well as conditions of the inhabitants of Nigeria. It collaborates with all the tiers of Government and their agencies in the production of administrative statistics; coordination of statistical orderliness; and promotion of general use of statistical standards.

The implementation of the SMP is designed to span five years, 2005-2009. Hitherto, the FOS, which had been the apex data producing agency of the Government in Nigeria since 1947, had failed to discharge its full responsibility of producing adequate, accurate and timely data needed for decision making. Falling into decay in much of the 1990s, the agency's performance got to its lowest ebb between 2000 and 2003. Among the reasons for this awful state were the poor attention from Government, bad management, an overstaffed and

low quality workforce and preponderance of non-professional staff. Other reasons were archaic data production and management technologies and low morale and productivity of workers. All these led to non-production of relevant statistics for planning and evidence-based policy formulation, implementation, monitoring and evaluation. This situation necessitated the current process of reforms in the NBS.

The goal of the entire reform programme for NBS is to change the Agency into a world class National Statistical Office (NSO), which will be able to produce adequate, high quality and timely data relevant to the demands of users. The users include governments, universities and research institutes, private sector organizations and international agencies. The reform process is in four areas:

- Infrastructure and Equipment.
- Human Resources Management and Development.
- Improved Data Production Methodology.
- Data Management, Dissemination and Access.

Akinyosoye (2005) states the following essential aspects of the reform programme for NBS

1. *Improved Data Collection:* The traditional questionnaire design for manual data capture

and verification process is now being replaced by e-forms, shading, bubbling and scanning.

2. *Out-Sourcing Data Collection:* Until now, most national surveys relied only on full-time enumerators of the Agency, with occasional recruitment of "relatives" and unqualified persons in the States. Under the reforms data collection will henceforth be out-sourced as is done in Kenya and other modern national statistics offices

3. *Database Management Initiatives:* The new initiatives under the reforms are to deploy several ICT-based systems in the NBS. The first of this will be the development of a Time-Series Socio-Economic Database of macro-level data in Nigeria.

4. *Other Databases:* Other databases shall also be developed; notable amongst them will be a micro-data database that will be used to warehouse data from all surveys and censuses conducted by the NBS.

5. *National Data Centre (NDC) and NBS Portal:* The NBS is in the process of constructing a National Data Centre (NDC) and NBS Portal under a Public Private Partnership (PPP) arrangement.

Generally speaking, the reform programme in the NBS is a step in the right direction because it is based on the recognition of the limitations of the traditional way of generating and managing data and on the adoption of ICT and, in certain cases, involvement of the private sector. However, there is the fear that data production and management efforts in Nigeria will continue to be marred by willful distortion of information for selfish interests. Another fear is that inasmuch as the use of the ICT to produce and manage data requires training of workers and the availability of sufficient and stable electric power supply, meeting these requirements poses a great challenge.

Efforts of the African Institute for Applied Economics

The African Institute for Applied Economics (AIAE) was incorporated as a company limited by guarantee in Nigeria in 2000. It is a non-profit and independent organization devoted to economic research, capacity building and networking. It established its Research Databank in 2006, which consolidated macroeconomic, microeconomic, social sector and human development indicators in a logical and cumulative manner.

Since its establishment, the Databank has been undergoing constant updating and enhancement to make it more useful, easily reached and comprehensive. As a critical research resource, the Databank provides the Institute's researchers with quick, convenient and cheap access to verifiable datasets on various economic and development indicators, and serves as a ready statistical resource for government, academia and private sector.

Methodology

The Databank Unit employs the following inventive methods to source and organize data into meaningful and usable datasets for research and related uses:

a) It assembles and harmonizes existing data from government statistical agencies, international agencies and other statistical organizations.
b) It draws data also from existing primary surveys of the Institute and other research institutes.
c) It carries out data transformations based on data history and theoretical framework.
d) It uses literature based on the behavioural pattern and general acceptability of data (as proxy and indicator) and their relationship

with social, political and economic variables to develop a specific indicator.

Sources of the data

The sources of the data for the Databank include the following:

    a) Official Nigerian government sources such as the National Bureau of Statistics, Central Bank of Nigeria and the National Planning Commission.

    b) Other sources which include the international agencies such as the World Bank (WB), United Nations Development Programme (UNDP), International Monetary Fund (IMF), World Trade Organisation (WTO), Economic Community of West African States (ECOWAS) and others.

    c) Data transformation based on data history through the interpolation and extrapolation data techniques.

Scope of the Databank

As at December 2008, the AIAE Databank has over 6,141 indicators: time series and cross sectional. It Contains 13 generic names as follows: macroeconomic indicators, agriculture, health,

migration, labour, governance, corruption, elasticity, energy (including the 2008 monthly energy review), trade, human development indices, human poverty indices and population. There are also 209 sub-data generic names, 23 Sources (including AIAE transformed data and surveys).

The traditional indicators constitute 30 percent of the total data while the transformed data, based on data history formed 60 percent. The remaining 10 percent are primary data. The Databank has almost all the macroeconomic indicators disaggregated into quarterly series from 1985-2007.

The establishment of the AIAE Databank is certainly a great contribution from a non-governmental body if one examines the scope the databank as well as its outline which space would not allow its reproduction here. In the developed nations databanks are established by both governmental and non-governmental bodies for the various fields of human endeavour.

In a bid to ensure reduction of child and maternal mortality and boost women and child development, the Women Development Centre, as reported by the Aodu (2008), had called for the urgent establishment of a national gender data bank to aid planning and gender development. The Centre

should emulate the AIAE by embarking on databank project that will meet its needs and also complement the efforts of the National Bureau for Statistics and other bodies interested in generating and managing data.

Data Production and Management in Kano State

Efforts made by Kano State Government in the area of data production and management include the establishment of the Kano State Computer Center presently under the office of the Head of Service. The center was established in 1992 and commenced operation in 1994. The Centre has two departments and one unit namely, Operations Department, Department of Administration and General Services and Data Validations Unit.

The Centre serves as a databank and data processing center for the state government. It also undertakes any activity that will enhance computer information technology services for the state and also responsible for processing payroll of public servants of the State (http://www.kanostate.net/finance.html).

Upon its inception, the administration of Malam Ibrahim Shekarau paid attention to documentation and publication of the activities of government in a scale far bigger and wider than ever witnessed in the

State in the past. This has led to the establishment of a Directorate for Research and Documentation which has been able to document and make publications on some major activities and achievements of the present administration.

With the establishment of the Ministry of Science and Technology and its ICT Park by the same Shekarau administration, there are prospects for the use of enhanced methods and means of data production and management in the State and, subsequently, for accelerated efforts in this important field of human undertaking.

Chapter Four

THE INSTITUTIONAL FRAMEWORK FOR THE KANO STATE DATABANK PROJECT

Introduction

This chapter states the mission and vision of the Kano State Databank Project and reproduces the institutional framework of the project as formulated by the Kano Ministry of Science and Technology. The framework covers, among others, the objectives of the databank project, scope of work, information required, required skills and breakdown of responsibilities.

Mission and vision of the Databank project

The mission of the Kano State Databank Project is as follows:

to facilitate informed decision and policy making by governmental and non-governmental bodies, businesses and individuals, and to ensure a better and sustainable development, through the generation, storage, management and regular update of sufficient, relevant and accurate data and information.

The vision of the Kano State Databank Project, on the other hand is in terms of having:

a) A unified, comprehensive, one-stop information resource center for the State Government that provides an opportunity for the government to understand fully what it has done and the outstanding challenges for the near and, perhaps, the far future.

b) All ministries, departments and agencies in the State formulating policies and making decisions on the basis of accurate, relevant and current information contained in the databank.

c) Non-governmental bodies, businesses and individuals within and without the State making decisions on matters relating to the State and its people on the basis of accurate, relevant and current information contained in the databank.

d) Other states in Nigeria and the international community utilizing the databank as basis and guide for interaction, co-operation, joint work, support, business transactions and other lawful undertakings with the government and

people of Kano State, and with organizations operating in the State.

Institutional Framework for the Kano State Databank Project

1.0 Introduction

The Shekarau Administration recognizes that there is immense value in generating, chronicling and analyzing information that has value for now and for the future. That is why, upon its inception, the Administration paid attention to documentation and publication of the activities of government in a scale far bigger and wider than ever witnessed in the State in the past. We believe that information is important for determining any policy that might show the path, attitude or interventions required to secure a better and sustainable future for our people. Moreover, the impact of development initiatives by the government can be fully understood only if the cumulative effects of programs are analyzed and stored in a databank.

Furthermore, a comprehensive data bank should provide an opportunity for the state government to understand fully what it has done and the outstanding challenges for the near and, perhaps, the far future. It is thus an important repertory for information resource required for developing plans

and programs by successive governments of the State.

The proposed data bank is intended to be a unified, comprehensive, one-stop information resource center for the State Government. This proposal describes the institutional framework required to undertake this gigantic task.

2.0 Objectives of the Project

1. To identify all sources of data relevant to government operations.

2. To catalog all property belonging to the State Government

3. To locate and collect all policy documents; development reports, plans and studies; blue prints, designs and landmarks of Kano available across MDAs and organize in a way that can easily be accessed.

4. To compile all physical projects undertaken by the Shekarau Administration from 2003 to date.

5. To compile all publications across MDAs from 2003 to date

6. To catalog the activities of key Shari'a implementing agencies from 2003 to date

7. To catalog and collect, where possible, recordings and documentaries of policy, operational, and public events covered by audio and video from 2003 to date.

8. To design and develop appropriate software for the storage, analysis and retrieval of information in the Data Bank of the State

9. To devise ways of updating and maintaining the Data Bank so as to ensure the accuracy of the information

10. To appropriately categorize the different types of information and to ensure the security of classified data

11. To co-ordinate the design and development of websites and portals for the State Government

and the various MDAs for the effective utilization of the information in the Data Bank

3.0 Scope of Work

From the objectives of this project, it is easy to see that the scope of the work is very wide. The specific tasks include the following:

a) Brainstorming on the importance of the project
b) Identification of all the types of information required to be collected
c) Identification of where this vast array of information currently exists
d) Classification of the various types of information
e) Collection of all the required information
f) Breakdown of the ways in which the information is to be processed, analysed and disseminated
g) Design/Identification of a software system that would store all the collected information
h) Data entry of all the collected information into the computerized system
i) Training of personnel to manage the new system
j) Regular update/maintenance of the system

k) Dissemination and use of the information through the development of websites and portals

4.0 *Information Required*

a) All information about the geography, history, people, demography, culture and traditions of the State
b) All information on the properties and assets of the State within the State and outside
c) All information on the resources that the State is endowed with (human, material, physical etc)
d) All information on policy documents, development reports, plans etc since the creation of the State
e) All information about projects undertaken by the Shekarau Administration
f) All information about the activities of Shari'ah implementing agencies
g) All documentaries, recordings and publications in all available formats (audio, video, print etc)
h) All information about the various forms of assistance given by the Shekarau Administration since its inception

i) All information about the State Civil Service and the Local Government Service (personal, academic and experience data on employees etc)
j) All information about the educational system (infrastructure, teachers, students, curricula etc)
k) All information about the physical infrastructure in the State (roads, water, electricity etc)
l) All health related data of the State
m) All economic data about the State
n) All other data that is being collected by the various MDAs of the State

5.0 Required Skills

People of various specializations and different skills are required to carry out this important project. They include the following:

a) Policy and Decision Makers
b) Heads and Senior Personnel of MDAs
c) Statisticians and Research Analysts
d) Clerical and Administrative Assistants
e) System Analysts, System Designers and Software Development Experts
f) Librarians and Information Systems Experts
g) Data Entry Personnel

h) Website Designers

i) Database Experts and Network Engineers

6.0 Breakdown of Responsibilities

Looking at the scope of work and the required skills, the work can be broadly categorized into 4 components based on how it is likely going to be done. The 4 components are as follows:

i. Formulation of policy framework and preparation of overall plan as well as discussion on the benefits of the project. This is best done by the policy makers within Government.

ii. Identification and collection of all the information required. This is best done by the PRS departments of the various MDAs

iii. Design/implementation of software system to store and analyze all the information and the design/implementation of websites and portals to disseminate and utilize the information. The Civil Service does not possess the competence for this component so it should be outsourced to private sector IT companies.

iv. Data entry of the required information to the software system. This requires a lot of effort and is best done by clerks within the Civil

Service together with data entry operators from the IT companies that design the system. After the initial data entry process, subsequent updating of information can be done by trained data operators within the Civil Service.

7.0 The Conceptual Framework

This project is a very gigantic one. For it to succeed, a proper institutional framework must be set in place. It is suggested that the Ministry of Science and Technology be given the mandate to carry out this important assignment. It would need to have a special unit specifically established for this purpose. Given the wide spectrum of skills required for this job - much of which is not available within the Civil Service – a large portion of the assignment would need to be outsourced to companies that have the requisite skills. A Steering Committee comprising of experts in information management and other related areas and representatives from relevant organizations should be constituted to give policy direction and guidance for the project. A Data Collection Committee should also be set up consisting of the directors of all PRS departments in MDAs as well as those responsible for keeping records in MDAs that do not have PRS departments.

This committee would be responsible for ensuring that all required information is collected. In addition, an Advisory Forum to comprise all permanent secretaries should provide advice on all aspects of the work and be responsible for ensuring that all MDAs participate in this important project.

While 3 committees may appear unwieldy, it should be realized that each of them has a specific responsibility and the cumulative sum of their activities will ensure the success of the project. Also, the fact that these committees collectively have a wide membership that includes all the required stakeholders will bring about the necessary buy-in and ownership of the project from all the stakeholders. It is worth noting that administratively this structure will not be difficult to manage since it is only the Steering Committee that needs to meet regularly.

8.0 Proposed Structure of the Committees

The suggested terms of reference of the various committees and their proposed membership are given below:

8.1 Steering Committee

The terms of reference for the Steering Committee are proposed as follows:

a) To formulate policy guidelines and provide general direction and guidance for the project
b) To advise on all aspects of the project in order to ensure its overall success
c) To approve the work plan and monitor its implementation
d) To regularly review the progress of the project
e) To oversee/supervise the execution of the project
f) To assist in other ways towards the successful implementation of the project

The following members are proposed:

1) Commissioner, Ministry of Science and Technology - Chairman
2) Director General, Research and Documentation
3) Director General, Hisbah Commission
4) Permanent Secretary, Ministry of Higher Education
5) Permanent Secretary, Ministry of Health
6) Permanent Secretary, Ministry of Planning and Budget
7) Permanent Secretary, Ministry of Information
8) Permanent Secretary, Ministry of Education

9) Permanent Secretary, Ministry of Finance
10) Permanent Secretary, Ministry of Works
11) Permanent Secretary, Ministry of Local Government
12) Permanent Secretary, Cabinet Office
13) Permanent Secretary, Ministry of Science and Tech - Secretary

8.2 Data Collection Committee

The proposed terms of reference of this committee are as follows:

a. To advise and provide guidance on the types of information needed to be collected
b. To supervise the collection of data from the different MDAs of the State
c. To ensure the authenticity of all the information collected
d. To assist in other ways towards the successful implementation of the project

The recommended membership of this committee is as follows:

1) Permanent Secretary, Ministry of Science and Technology - Chairman
2) Directors of all PRS departments

3) Those responsible for collecting and storing information in all MDAs that do not have PRS departments
4) Director PRS, Ministry of Science and Technology - Secretary

8.3 Advisory Forum

The proposed terms of reference are as follows:

a) To receive reports on the progress of the project and advise appropriately.
b) To advise on all aspects of the implementation of the project.
c) To ensure the co-operation of all MDAs in the implementation of the project.
d) To assist in other ways towards the successful implementation of the project.

The proposed membership of the forum is as follows:

1) Commissioner, Ministry of Science and Technology - Chairman
2) Director General, Research and Documentation
3) All permanent secretaries
4) Director, PRS - Secretary

9.0 Conclusion

The proposed databank would provide a unified, comprehensive, one-stop information resource center for the State Government. This comprehensive data bank should provide an opportunity for the state government to understand fully what it has done and the outstanding challenges for the near and, perhaps, the far future. May Allah, the Most High, assist the State Government in implementing this lofty project.

Chapter Five

USES OF THE KANO STATE DATABANK

Introduction

The Kano State Government as a whole could use the databank as a one stop place for getting all that may be needed in terms of information for making informed policies and decisions leading to effective running of the machinery of government.

This chapter illustrates the typical uses or applications of the Kano databank by MDAs, non-governmental organizations, businesses and individuals to show the numerous benefits that people and organisations can derive from the databank. It also restates the intended uses of the pilot databank involving some selected MDAs in the State.

Some Uses of the Databank for MDAs

Uses of the databank to the MDAs can take several forms depending on needs, circumstances and the initiatives of the people that run their affairs. Let's take the Ministry of Agriculture as an example, if the databank has information on the soil and climate conditions favourable for planting rice, beans, maize, groundnut, etc, in Kano State, the Ministry could easily identify areas in the State where

planting these crops would be worthwhile and profitable, and on the basis of this, also determine which community gets what in terms of the type and quantity of fertilizer and chemicals to be distributed. The same databank could also assist the Ministry in knowing the number of extension workers that could give training and guidance to farmers producing these crops, provided this information is also captured in the databank.

Data generated and submitted for inclusion in the project by a given ministry, agency or department could be used by other organizations as well, so assuming the Ministry of Commerce and Industry has supplied data on industries that use rice, beans, maize and groundnut, as raw materials or names of businesses that export these products, the Ministry of Agriculture will use it to inform farmers on possible outlets for disposing their crops. The Directorate for Youth can also use the data to identify employment opportunities for the youth, for instance, some of them could be trained and empowered to serve as agents that would be buying these crops from the farmers on behalf of industries and exporters.

Some Uses of the Databank for Non-Governmental Organizations (NGOs)

Non-governmental organizations could use the databank in several ways to improve service delivery to their targets. Let's assume that the Ministry of Health has supplied data on maternal and child mortality, on the number, sex and state of origin of doctors, nurses and midwives, the doctor to patients' ratio, and on the number of nurses and midwives in each of the 44 local government areas, etc. An NGO advocating for an increase in the number of women in the nursing and midwifery professions in Kano State, could use the available statistics from the databank to push for the establishment of two schools of nursing and midwifery in each senatorial district of the State. With the phenomenal increase in the population of the State and other available statistics contained in the databank, the NGO could, on the basis of facts as opposed to sentiments, advocate for the government to establish additional schools of nursing to supplement the very limited number of students attending the one and only school established since the colonial period.

NGOs working in the health sector and soliciting for funds from international donor agencies could

use the databank in writing acceptable project proposals.

Some Uses of the Databank for businesses and individuals

Businesses and individuals are not left out when it comes to using the databank to meet certain needs, solve certain problems or utilize existing opportunities.

Data on the number, names and locations of bakeries in Kano State could lead to a good decision by a business organisation wishing to invent or import, and then introduce a new baking machine or apparatus. The same data could be used by a student writing a project on small scale businesses in the baking industry, or an individual wishing to start the business of selling baking powder and other related products.

Some Intended Uses of the Kano State Databank

Apart from the general uses of the Kano State Databank which could not be counted, there are certain specified uses of the databank which the Kano State Government intends to facilitate in relation to data to be supplied by the MDAs. The following indented uses of the databank have been specified by the Ministry of Science and

Technology in relation to the pilot databank project involving some selected MDAs in the State:

1. *Pension Trust Fund:* from a click of a mouse every civil servant in Kano State can access information about the pension contributions he/she made so far and what he/she would collect as entitlements for retirement. The data need in this organization is the contributions made by government and an employee.

2. *State Universal Basic Education Board (SUBEB):* a web page would be designed and linked to the portal that would give information about the number of primary and junior secondary schools in the state, the list of their teachers, head teachers and principals, pupils/students enrolment, etc.

3. *Research and Documentation Directorate:* the publications made by the Directorate on government activities would be listed and placed on the portal so that people would have access to them. A web page is needed for the Directorate to be placing its publications.

4. *National Population Commission Data:* A web page is to be designed to contain data on the population of the State, literacy level, etc, to be sourced from the National Population Commission.

5. *Ministry of Planning and Budget:* a click of a mouse would enable one to get information on budgetary provisions categorized according to projects from 2003 to 2009, and beyond. A web page is to be designed for this purpose.

6. *Ministry of Finance:* a web page would be designed to provide information on monthly disbursements to the 44 Local Governments and the State received from the Federal Government.

7. *Office of the Head of Service:* A web page is to be designed to provide information about civil service rules, scheme of service, financial regulations, stores regulations, etc.

8. *Hisbah Commission:* the activities and achievements of the Hisbah Commission in the State from 2003 to date would be

provided on web page to be linked to the portal.

9. *Shari'ah Commission:* As with the Hisbah Commission, the activities and achievements of the Shari'ah Commission in the State from 2003 to date would also be provided on web page to be linked to the portal.

10. *Directorate for Societal Reorientation (A Daidaita Sahu):* all press releases, publications, papers presented at public occasions as well as other achievements made by the Directorate would be provided on a web page to be linked to the portal.

11. *Projects Executed by the Government:* information on all projects executed by the Kano State Government under the MDAs would be submitted by them to the Ministry of Science and Technology for collation and placement on a web page to be linked to the portal.

Conclusion

In conclusion, it suffices to say that the uses, to which contents of the Kano State Databank could be put, could better be imagined than counted. It all

depends on the diversity, reliability and relevance of the information provided in the databank, and on one's ability to see meaning into it and to utilize it to achieve the desired goals and objectives.

Chapter Six

THE WORK PLAN

Introduction

The institutional framework for the Kano State Databank Project, which is presented in chapter 4 of this book, was formulated by the Ministry of Science and Technology in the year 2009. What this chapter presents is a record of activities carried out in 2009 in relation to the databank project as well as a work plan for implementing the project for a period covering 2010-2011.

Activities Carried Out in 2009

S/N	Activity	Implementation	Remark
1	Inauguration of Steering Committee on the Data Bank Project	Kano State Government	
2	Inauguration of the Data Collection Committee	Ministry of Science and Technology	

3	Identification of pilot MDAs with readymade data	Ministry of Science and Technology and Data Collection Committee	
4	Processing and advertising for the pre-qualification of consultants for the project	Ministry of Science and Technology	
5	Production and distribution of questionnaires/ formats	Ministry of Science and Technology	
6	Completion and return of questionnaires	All affected MDAs	
7	Collection and collation of completed questionnaires, publications and portals	Ministry of Science and Technology	This was started in 2009 and will be continued in 2009.

Activities Planned for 2010

S/N	Activity	Implementation	Period for accomplishment
1	Continuation of the collection and collation of completed questionnaires, publications and portals	Ministry of Science and Technology	1 month
2	Inauguration of Advisory Forum	Ministry of Science and Technology	1 day
3	Identification of Data Room/ Data Entry staff	Ministry of Science and Technology and Data Collection Committee	1 month
4	Training of the data entry staff	Ministry of Science and Technology	3 days

5	Procurement of equipment and facilities for the pilot data bank project	Ministry of Science and Technology	2 weeks
6	Data entry and analysis	- Data entry staff -Ministry of Science and Technology	2 weeks
7	Assessment of the pilot data bank project (phase 1)	Steering Committee on Data Bank Project	1-3 days
8	Formal commissioning of the phase 1 of the project.	His Excellency, the Executive Governor of Kano State	1 day
9	Appointment of consultants	Ministry of Science and Technology	
10	Sensitization of all chief executives of MDAs and LGAs	Ministry of Science and Technology	

Activities Planned for 2011

S/N	Activity	Implementation	Period for accomplishment
1	Identification/ training of additional enumerators and data entry staff to be involved in the main project	Consultants -Ministry of Science and Technology	1 month is required for preparation and 3 days may be required for the training
2	Procurement of additional equipment and facilities for the main data bank project	Ministry of Science and Technology	3 weeks
3	Production and distribution of questionnaires/ formats to all MDAs and LGAs	Consultants	3months
4	Completion and return of questionnaires/ formats	All MDAs and LGAs	4 Weeks

5	Data entry and analysis	Consultants Data Collection Committee	2 Months
6.	Website/Portal design	Consultants	3 Months
7	Training of personnel to manage the data bank	Ministry of Science and Technology	1 week
8	Assessment of the project	Steering Committee	1-3 days
9	Training data operators within the Civil Service on how to update the databank	The Ministry	1 month is required for preparation

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