

# MINUTES OF MEETING

## Meeting Details

**Subject:** Minutes of the Meeting on Addressing the Root Causes of the Decline in Production at the Site

**Date:** 16th October, 2025

**Time:** 4:25 p.m. to 6:24 p.m.

**Venue:** Tisdal Geomin Consult Ltd Boardroom, Plot T6 Qualitrends Estate Phase 1

**Meeting Type:** Internal Strategy and Review Meeting

**Convened By:** Dr. Daniel Ettim (Chairman Tisdal Geomin Consult Ltd.)

**Recorded By:** Otaije Precious Esq. (Legal Personal Assistant & Company Secretary)

## 1. Attendance

### Present:

- Dr. Daniel Ettim – Chairman
- Engr. Tony Udong – Managing Director
- Dr. Ismail Shehu – Executive Director, Finance and Admin.
- Barr. Otaije Precious – Legal/Personal Company Secretary
- Mr. Alfred Zomtoe – Head Geologist
- Miss. Aku Jennifer – Ass. Site Manager / Geologist 2
- Mr. Ben Godstime – Geologist 3
- Mr. Izzil Arab – Chief Security Officer

- Mr. Usman Gaji – Production Head
- Mr. Umar Seun – Production Manager Site
- Mr. Steve Dongtoe – Chief Liaison Officer
- Mr. Isiaku Yawale – Truck Driver
- Mr. Idris Henry Abubakar – Account Officer

**Absent (with Apology):**

NIL

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## **2. Agenda**

Addressing the Root Causes of the Decline in Production at the Site

## **3. Meeting Proceedings (with Key Time Stamps)**

### **4:25 p.m. – Call to Order**

The meeting commenced with opening prayers led by Miss Jennifer Aku, followed by Mr. Idris.

### **Agenda Item 1: Addressing the Decline in Site Production**

**Time Began:** 4:32 p.m.

### **Summary of Discussion:**

The session, led by Engr. Tony Udong, focused on identifying and resolving the major factors contributing to the decline in production at the site. Each staff member was invited to share observations and possible solutions.

### Speaker Contributions:

- **Mr. Izil Arab:** Cited inadequate materials and reduced fuel allocation for patrol vehicles (4 litres instead of 25 litres) as major setbacks affecting mobility and site security.
- **Mr. Usman Gaji:** Reported a drop in production from 100 –150 rows per blast to 10–50 rows due to faulty compressors and a narrow pit requiring widening.
- **Miss. Aku Jennifer:** Emphasized compressor failures, lack of explosives, and reduced labourer turnout due to lower sorting fees. Highlighted overburden and waterlogging due to rainfall as contributors to reduced output. Reported **₦700,000+ (Seven Hundred Thousand Naira)** owed by TGC to be documented and submitted to the *Executive Director, Finance and Administration*.
- **Mr. Steve Dongtoe:** Raised concerns over transportation issues, vehicular breakdowns, diesel shortage, and fund delays. Proposed increasing sorting rates to **₦2,500 per high-grade bag**. Confirmed sorting rates as **₦1,000** (high-grade) and **₦400–₦500** (low-grade).

- **Mr. Isiaku Yawale:** Reiterated total compressor failure despite **₦10 (Ten Million plus)** spent on repairs. Requested truck parts replacement (turbocharger, injector, nozzle). It was resolved that the number of tons carried by the truck be reduced pending repair due to its weak springs.
- **Mr. Idris Henry Abubakar:** Reported halted drilling due to spiritual concerns; proposed weekly sacrifices, approved by the Chairman.
- **Mr. Alfred Zomtoe:** Thanked management and requested 7–8 days to focus solely on overburden removal.
- **Dr. Ismail Shehu:** Stressed creation of realistic budgets, functional inventory systems, and performance-based incentives and accountability.

#### **Decision / Action Points:**

- Switch or replace compressor engines and purchase a new unit.
- Prepare detailed budgets with defined goals and profit timelines.
- Conduct full PPE inventory for replacements.
- Operate both high-grade and low-grade sites concurrently.
- Provide funding for access roads.

- Employ an on-site mechanic (versatile).
- Submit production roadmap by Monday.
- Construct two brick staff accommodations and a borehole within one month.
- Service Hilux vehicle.
- Define production targets for both pits.

**Responsible Person:** Department Heads and Site Management Team (i.e. the entire team)

**Due Date:** As Assigned per Resolution

**Time Ended:** 6:22 p.m.

#### **4. Additional Notes / Observations**

- Dr. Ettim confirmed all outstanding staff salaries would be paid within 24 hours.
- ₦130,000 approved: ₦80,000 for Hilux repairs (Mr. Izil Arab) and ₦50,000 for staff refreshments.
- Weekly meetings to be held regularly; site resumption set for 7:30 a.m. or latest 8:00 a.m.

## **5. Next Meeting**

**Proposed Date:** 2nd November 2025

**Time:** To be decided

**Venue:** Keffi, Nasarawa State (exact location to be confirmed)

## **6. Closing Remarks**

**6:24 p.m. Meeting Adjourned**

The meeting was adjourned by Engr. Tony.

Closing prayers were led by Dr. Ettim.

**Prepared By:**

Otaije, Ngozichukwu Precious

Legal Personal Assistant & Company Secretary

**Date Prepared:** 16<sup>th</sup> October, 2025.