

**MINUTES OF TECHNICAL MEETING HELD ON MONDAY, 16th May, 2022**

**The meeting commenced at 9:09 am**

| **ATTENDEES:** | |
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| 1 | Russell Duru |
| 2. | Ebelebe Sheriff |
| 3. | Francis Omoniyi Ajayi |
| 4. | Victor Nwogu |
| 5. | Ekene Ezewekuta |
| 7. | Damilare Olanrewaju |
| 8 | Chidozie Anyanwu |
| 9. | Kaayang Albert |
| 10. | Ibukun Fayanjuola |
| 11. | Paul Ezeigwe |
| 12. | Goodness Duru |
| 13. | Adeola Tijani |
| 14. | Oluwasegun Daniel |
| 15. | Awopetu Olabisi |
| 16. | Oparaiwu Silas Chigozie |
| 17. | Mere Daniel |
| 18. | Abubakar Ibrahim |
| 19. | Agwu Africa |
| 20. | Ibrahim Laminga |
| 21. | Odigie David Idemudia |

| **MEETING HIGHLIGHTS** | | | |
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| **1.** | Opening prayer was said by: | Francis Omoniyi Ajayi | |
| **2.** | The minutes of the previous meeting was read by: | Francis Omoniyi Ajayi | |
| **3.** | The motion for the adoption of the minutes of the previous meeting was moved by:  Seconded by: | Ibukun Fayanjuola  Ekene Ezewekuta | |
| **Project Review** | | | |
| **Project** | | **Action** | **Date** |
| **4.** | **ALPS & COTEX (Authority)**  Deployment of the ALPS & Cotex portal for dev production database was done. | Victor | 16/05/2022 |
| **5.** | **BAT (Authority)**  The project have been successfully deployed, however, the configuration scripts needs to be copied from the NUPRC infrastructure | Victor | 16/05/2022 |
| **6.** | **NSC**  All the recommendations based on the last demo we had with the user division have been effected, The Software tester has been informed for end–to–end testing. | Sheriff | 16/05/2022 |
| **7** | **AUS II (Commission)**  New tasks will be assigned this week to my team and me. Basically, the number of people working on the AUSII project has reduced due to an emergency in the Work Program project | Sheriff | 16/05/2022 |
| **8.** | **COTEX (Authority)**  Deployment of COTEX portal to the NMDRPA azure infrastructure, with the NMDPRA IT team | Adeola | 16/05/2022 |
| **9.** | **PDJ DEPOT (Authority)**  A supervisor at the HQ reported an issue of a company paying thrice of the normal amount they were supposed to pay, for their license renewal on the portal | Adeola | 16/05/2022 |
| **10.** | **ROMS (Commission)**  A company reported about their inability to apply for takeover, using their approved legacy ref | Adeola | 16/05/2022 |
| **11.** | **RRSPU**  I worked on the user guide, plan, and requirement for the Go-Live letter and have it sent to NSC | Francis | 16/05/2022 |
| **12.** | **OGISP**  Started working on rig applications and email notifications. The portal currently does not notify rig application inspectors when applications land on their desk. | Daniel | 16/05/2022 |
| **13** | **CNG-Compression (Authority)**  I ensured all the forms on CNG Compression were tested with the API given to PMGlobal | Bisi | 16/05/2022 |
| **14** | **Work Program (Commission)**  A meeting was held with the WKA & PE Team to get clarifications of changes proposed from the 2022 Annual Work Program Activities and Budget | Paul | 16/05/2022 |
| **15** | **BPR (Commission)**  Process maps for economic regulations and strategic planning documentation, as well as processes for NUPRC operations, were created and updated in accordance with the PIA. | Paul | 16/05/2022 |
| **16** | **NUPRC – NELPS**  Commercials for the development of the NUPRC Electronic licensing and Permit system were prepared for submission | Paul | 16/05/2022 |
| **AOB** | | | |
| **17.** | Ekene, Damilare & Kaayang to ensure the office is in order and all staff abide by the guidelines | Russell | 16/05/2022 |
| **18.** | The work program as well as the AUS project should be completed as soon as possible. | Russell | 16/05/2022 |
| **19.** | Staff were praised for their dedication and speed in completing their projects. | Russell | 16/05/2022 |
| **Adjournment** | | | |
| **20.** | The motion for the adjournment of the meeting was moved by:  Seconded by: | Sherrif  Ibukun | 16/05/2022 |
| **21.** | Presiding the next meeting: | Chidozie Anyanwu | |
| **22.** | The closing prayer was said by: | Ibukun Fayanjuola | |
| **The meeting ended at 11:35 am** | | | |