

**AKANU IBIAM FEDERAL POLYTECHNIC, UNWANA
SCHOOL OF SCIENCE**

**REPORT OF THE 1ST INTERNATIONAL CONFERENCE AND EXHIBITION
HELD AT OLD LECTURE THEATRE FROM WEDNESDAY 9TH TO FRIDAY
11TH OCTOBER, 2019**

The Dean, School of Science, Dr A. O. Dike in conjunction with the School Board constituted the Local Organizing Committee (LOC) on 23/1/19. The committee was charged with the responsibility of organizing/executing a robust International Conference and Exhibition for School of Science.

MEMBERSHIP OF THE COMMITTEE

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|---------------------------|-----------|
| 1. Dr V. U. Olugbue | Chairman |
| 2. Mrs A. S. Ivo | Secretary |
| 3. Mr W. I. Egwuruchi | Member |
| 4. Mr Chibuike Mmadubuike | Member |
| 5. Dr Oyakahire Friday I. | Member |
| 6. Mr Francis Ujah | Member |
| 7. Mr Okewe Nnachi | Member |
| 8. Mr. K. K. Okwara | Member |

The communiqué issued at the end of the Conference and Exhibition is hereby attached to give light on how the conference fared.

FINANCE

A. SUMMARY OF INCOME

S/N	ITEM	AMOUNT
1.	From Bank	NGN 1,250,800.00
2.	From Conference sales	NGN 198,000.00
3.	Students contribution	NGN 79,000.00
4.	Abstract handling charges	NGN 98,000.00
	Total Income	NGN 1,625,800.00

B. SUMMARY OF EXPENDITURE

S/N	ITEM	AMOUNT
1.	Book of Abstracts	NGN 145,000.00
2.	Programme of events	NGN 80,000.00
3.	Poster/flyers	NGN 45,000.00
4.	Certificates	NGN 33,000.00
5.	Payments receipts	NGN 6,000.00
6.	Conference jotters	NGN 65,000.00
7.	Conference files	NGN 43,000.00
8.	Flex banners	NGN 40,000.00
9.	Conference tags/Ropes/Tag card printing	NGN 35,000.00
10.	Biros/pen	NGN 10,000.00
11.	Bulk SMS	NGN 6,000.00
12.	Design of letter heads/Typing/Printing of invitation letters/Distribution	NGN 28,100.00
13.	Internet bundle/Recharge cards	NGN 31,200.00
14.	Stationery	NGN 5,000.00
15.	Distribution of Posters/flyers	NGN 9,860.00
16.	LOC/Stakeholders T-shirts and Caps	NGN 51,000.00
17.	Cresting of T-shirts and Caps	NGN 8,000.00
18.	Honorarium for Guest Speakers	NGN 65,000.00
19.	Guests Accommodation/Feeding	NGN 77,000.00
20.	Master of Ceremony	NGN 10,000.00
21.	Decoration of hall	NGN 10,000.00
22.	Hire of music set/fueling of light generating set	NGN 32,000.00
23.	Writing of certificates	NGN 20,000.00
24.	Bottled/ sachet water	NGN 48,000.00
25.	Malt	NGN 54,800.00
26.	Snack	NGN 136,000.00
27.	2 Cartons of biscuits/bottles of groundnuts/pack of sweet	NGN 8,150.00
28.	Garden egg/Kola nuts/bitter kola/paste	NGN 10,500.00
29.	Merit award	NGN 12,000.00
30.	8 packs of juice	NGN 4,500.00
31.	A carton of wine for Keynote speaker	NGN 10,500.00
32.	5 bottles of wine	NGN 6,500.00
33.	Purchase of light generating set	NGN 100,000.00
34.	Website design/hosting/maintenance	NGN 150,000.00
35.	Printing of posters/flyers for School of Science journal	NGN 30,000.00
36.	Search for external speakers	NGN 12,000.00

37.	Abstract handling charges	NGN 98,000.00
38.	Transportation of materials/logistics	NGN 80,500.00
	Total Expenditure	NGN 1,616,610.00

Total Income	NGN 1,625,800.00
Total Expenditure	NGN 1,616,610.00
Balance	NGN 9,190.00

The thirty thousand naira loaned to the journal committee for printing of posters/flyers will be retrieved when authors pay their publication fee.

The money will be used for publication of the communiqué in the national daily to increase its visibility.

The Local Organizing Committee wishes to thank the Dean of School of Science, Dr. A. O. Dike for giving us the opportunity to serve.

Dr. V. U. Olugbue
Chairman, LOC

A. S. Ivo (Mrs)
Secretary, LOC