HUMAN CAPITAL PROVIDERS ASSOCIATION OF NIGERIA

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Monthly Report to Members

Dear Distinguished Members,

I welcome you to the month of November. The month that promises to be very busy for us as an association because of many activities lined up for the month including the 8th Annual National Workshop and the 11th Annual General Meeting among others. We acknowledge with thanks, for your feedback on previous editions of our Monthly Newsletter. This is helping us to improve the content. As promised, we have maintained consistency in the production of the Newsletter and the feedback has been encouraging. This shows that we are developing as an Association. Please, take time to read what we were able to achieve in September and our preparation to meet members' future needs as we keep repositioning the Association for greater efficiency and membership services.

8th National Workshop

The eighth Annual National Workshop on the theme: "Compliance with Labour Administration Laws as a Prerequisite for business growth in the outsourcing industry" was held on the 8-9 (Lagos) and 22 – 23 (Port Harcourt) November 2022. The workshop was organized by the Federal Ministry of Labour and Employment in collaboration with Human Capital Providers Association of Nigeria (HuCaPAN) had participants from Licenced Private Employment Agencies (PEAs) and non HuCaPAN members in attendance.

Workshop Topics

1. Preparing for audits and responding to demand notices from the State Board of Internal Revenue Services.
2. Application of the ITF Act to personnel outsourcing contracts.
3. The Concept of Labour Market Information System.
4. Fundamentals of Standard Operating Procedure for PEAs in Nigeria.

The Objectives of the Workshop were:

- To identify the challenges and potential implications of the provisions of the laws for the outsourcing sector.
- Explore the concept of Labour Market Information System.
- Introduce participants to the fundamentals of the Standard Operating System Procedure for PEAs in Nigeria.

The participants identified challenges militating against the attainment of the objectives of stakeholders in the Human Capital Outsourcing Industry, prominent amongst these challenges are:

- Challenges of responding to the demand notice from the State Board of Internal Revenue Service.
- Proliferation of quackery and non-professionalism in the Human Capital Outsourcing Industry.
- Tendency of some PEAs to circumvent the law.
- Lack of stiff penalties to serve as a deterrent.
- Clients who engage PEAs sometimes extend contracts that are not fully compliant to Nigerian laws.

Taking cognizant of the above challenges and bearing in mind the urgent need to overcome them, participants resolved as follows:

- That the Ministry should expedite action on the online registration of PEAs.
- All PEAs should endeavour to give accurate information on records of staff audits to the State Board of Internal Revenue Service.
- Remittances to Industrial Training Fund (ITF) must be taken more seriously by all PEAs.
- The Ministry should embark on intensive labour inspections and enforcement to eliminate quackery and non professionalism in the Human Capital Outsourcing Industry.
- The Ministry of Labour and Employment should ensure efficient and timely processing of applications for the recruiters license process to make it seamless in line with the ease of doing business policy of the present administration.
- Federal Ministry of Labour and Employment should ensure that all applications for a recruiters' license along with supporting documents will be submitted electronically with effect from 2023 and all processes including the issuance of license concluded within two weeks.
- Nigeria Employers Consultative Associations (NECA) should promote HuCaPAN visibility in all its activities and ensure that unlicensed PEAs are not engaged by its members.

11th Annual General Meeting

The 11th Annual General Meeting of the Human Capital Providers Association of Nigeria held physically in Lagos on 9th November, 2022, at LCCI, Alausa, Ikeja, Lagos.

The event which brought major players in labour and employment in the country together had the Permanent Secretary, Ms. Daju, Kachollom mni Federal Ministry of Labour and Employment, Nigeria Employers Consultative Association (NECA).

In his address, the President of the association, Dr. Olufemi Ogunlowo while welcoming members, guests, and observers to the 11th Annual General Meeting said that the association has continued to position itself as the voice of the private employment agencies in Nigeria. He appreciated the Ministry for its support of the growth of the association. He said that HuCaPAN membership grew from One Hundred and Ninety-Four at the last Annual General Meeting to Two Hundred Fifteen (215) with an addition of Twenty One (21) New members.

The President said that there was a need for the Chief Executive Officers of Private Employment Agencies to be meeting annually to discuss issues that affect the industry and the roles being played by the government in terms of policies, regulations, and support for our industry. "To this end, HuCaPAN and the Federal Ministry of Labour and Employment have agreed to annually organize the Private Employment Agencies Chief Executives Conference in the first quarter of the year. The Conference shall be mandatory for Chief Executive Officers."

Ogunlowo said that the association has reviewed the Membership Services and Benefits and consequently engaged an Advocacy and Compliance advisor with experience in industrial relations and law to provide free consultancy services to member companies in the area of contract review; drafting of memorandum of understanding/agreement; labour/industrial relations, and professional advice among others.

The Permanent Secretary of the Federal Ministry of Labour and Employment, Ms. Daju, Kachollom mni described the relationship between the Federal Ministry of Labour and Employment and the Human Capital Providers Association of Nigeria (HuCaPAN) as fruitful. Daju who was represented by the Director of the Employment & Wages Department, Mr. John Nyamali stated this in her speech at the 11th Annual General Meeting of the association.

She said that the partnership was in fulfilment of the Private Employment Agencies Convention, 1997 (No. 181) and Recommendation, 1997 (No. 188) which encouraged "full cooperation between public and private employment agencies as well as periodic meetings/training to update operators on procedures and operational guidelines.

Daju added that in line with the "Ease of Doing Business" policy, the Ministry digitalize the processing of recruiters' license. She said "I am happy to inform you that in a bid to ensure efficient and timely processing of applications for recruiter's license, we have digitized the licensing process to make it seamless in line with the "Ease of Doing Business" policy of the present administration. With effect from 2023, all applications for recruiter's license along with supporting documents will be submitted electronically and all processes including the issuance of license concluded within two weeks".

She assured the association of the continuous support of the ministry. "The Ministry of Labour and Employment will continue to support your association to attain greater height as long as your members remain committed to promoting the tenets of decent work in third-party employment."

In his goodwill message, the Director-General, of Nigeria Employers' Consultative Association (NECA), Mr. Adewale Oyerinde congratulated the association on its 11th Annual General Meeting. He commended the association for its contribution to national development through job creation and employment services. He assured the association of the support of NECA adding that HuCaPAN shall enjoy more visibility in NECA programs.

A major highlight of the AGM was the presentation of the 2021 audited account of the association by the Bolu Adesina & Co and welcoming of new members to the association. Members at the AGM commended the leadership of the association for prudently and efficiently managing its affairs promising to continue to support projects of the association.

More than 220 participants attended the AGM physically and virtually. Soft and hard copies of the Annual Report/Brochure were shared to members.

The Auditor, Bolu Adesina & Co was reappointed. Members appreciated the good work being done by the current leadership of the association and promised their continuous support of the association.

Update on Insurance Premium Discount

The Secretariat has furnished Shepherd Insurance Brokers (SIB) relevant data to contact member companies. Members are encouraged to take advantage of this opportunity provided by your association

Guidelines on Labour Administration Issues in Banks, Insurance and Other Financial Institution

A strategic meeting on "Aligning Advocacy Strategies and Deepening Collaboration for Effectiveness" with the Nigerian Employers Consultative Association (NECA) will hold soon. Guidelines that affect our operations and sector would be jointly reviewed.

Memorial Service of Pioneer President

HuCaPAN was represented at the 1st memorial service of our pioneer President, Mr. Alexander Richard Emedo. The program held at Christ the King Catholic Church, Agbara, Ogun State on Thursday, November 17, 2022. HuCaPAN Subscription/Account Officer, Mrs. Yetunde Ogunbanjo represented the association.

New Members

Eight (8) new members – Kerex Nig Ltd, Tuntab Global Network Services Limited, Teamace Limited, Simiak and company Limited, Baamoc Integrated Services Ltd, Trade and Consumer Marketing Services Limited, Karidav Integrated Services Ltd, Mickelly Concept - joined in November. Consequently, HuCaPAN membership has risen to 227. The Association is following up on other companies that have made enquiries.

Subscription

One Hundred and Twenty Two (122) member companies are up to date in the subscription as of November 30, 2022. Soon, only up-to-date members in subscriptions would be eligible for listing in the online register of members. Please get in touch with the Secretariat to confirm your status. We will continue to count on members for prompt payment of subscriptions. Please, see below, the list of the up-to-date financial members.

Meetings

a. National Employment Council Meeting held at Sandralia Hotel, Abuja November 17, 2022. It was organized by the Federal Ministry of Labour and Employment (FMLE) and the International Labour Organisation (ILO). The Executive Secretary was in attendance.

b. Workshop on Monitoring and Enforcement of Recruitment Regulation held at Sawalino Hotel, Keffi, Nassarawa State, 28-30 November, 2022. It was organized by the Federal Ministry of Labour and Employment (FMLE) and International Labour Organisation (ILO). The Executive Secretary was in attendance.

c. NECA Annual Employers' Execllence Awards 2021 tagged "Going Beyond Limits" held at Lagos Oriental Hotel, VI, Lagos on November 29, 2022. The President was in attendance.

Financial Member - Companies

S/N	Company Name
1.	Adebola Sobanjo Coy Ltd
2.	AG Dot K. Limited
3.	Aniyikaye General Contractor Nig Ltd
4.	Aquarian Consult Limited (New Member)
5.	Area Hazard Control Nig Ltd
6.	Asukpe Venture Limited
7.	Ashaka Security Company Ltd
8.	ATF Management Services Limited (New Member)
9.	AC Splendour Nigeria Limited
10.	Baamoc Integrated Services Ltd (New Member)
11.	Beckley Consulting Ltd (New Member)
12.	Beatmol Nigeria Ltd
13.	Bezaleel RW Consulting Ltd
14.	Biosis Nigeria Ltd
15.	Brass Business Resources Associates
16.	Bowalson Miders International Ltd
17.	Center for Research in Enterprise and Action Management Ltd (New Member)
18.	Cherry G. Consult Limited
19.	Crest Technical Services Ltd
20.	Consumer Links Ltd
21.	Chitel Ventures Limited
22.	Cartel Multi Services Ltd
23.	Contact Marketing Services Ltd
24.	C&I Leasing
25.	Delog Nigeria Ltd
26.	Deep Blue Energy
27.	Dragnet Solution Ltd
28.	Dexnova Consulting Ltd (New Member)
29.	Estymol Oil Services

Financial Member - Companies *(cont.)*

S/N	Company Name
30.	ES + A Human Capital Limited
31.	El-Shaddai Technical Company Ltd (2021-2022)
32.	Eon Global Resources Ltd (New Member)
33.	Euroflow Design Limited (New Member)
34.	Fort Knox Resourcing & Outsourcing Ltd
35.	Fosad Consulting Ltd (2020-2022)
36.	Foyaf Investment Company Ltd. (New Member)
37.	Gladwyn Investment Company Ltd. (New Member)
39.	Henzof Nigeria Limited
40.	Herald Human Resources Consulting Ltd (2022)
41.	Halogen Security Ltd
42.	Heliserve Nig Ltd
43.	HR Interglobal Resources Limited
44.	HR Indexx Limited
45.	HR Leverage Africa Consulting Ltd
46.	Hupe Nigeria Ltd
47.	HYT Broad Spec Services Ltd
48.	ICS Outsourcing
49.	Integrated Field Development Consultants (IFDC)
50.	ICL Support Services Ltd
51.	IAC Consulting Ltd
52.	I-Chase Outsourcing Limited (New Member)
53.	Jiket International Services Ltd
54.	Jemash Resources Ltd (New member)
55.	Jerry Buckle Company Ltd (2020)
56.	Karidav Integrated Services Limited (New Member)
57.	Kerex Nigeria Limited (New Member)
58.	Kennedia Consulting Ltd
59.	Kimberly Ryan Ltd
60.	Kedafoc Nigeria Limited (New Member)
61.	LN Outsourcing Limited
62.	Lington and Bernie Consulting
63.	Mac Tay Nig Ltd
64.	Mark Calthers Consulting Limited
65.	Mary Bolajoko Consultancy Ltd
66.	Mickelly Concept (New Member)
67.	Monikol Nigeria Ltd
68.	Multinational Technologies Ltd
68.	Micura Services Limited
68.	Nautilus Nig Engineering & Construction
69.	Nigeria Cleaning Services Ltd
70.	Nuecbrom Nigeria Limited
71.	Nzealbertech Nigeria Ltd
72.	Nigsa Energy Services Ltd
73.	Oasis Corporate System Limited
74.	Orfi Management Services Ltd
76.	Omo'vo Nigeria Enterprises
77.	Oars and the Winds Nig Ltd

S/N	Company Name
78.	Phillips Outsourcing Services Nig. Limited
79.	Prime Service FZE
80.	Palm and Palm Company Limited (New Member)
81.	PPI and KOG Nig Limited
82.	Piceco Nigeria Limited
83.	Purview Investment Limited
84.	Panef Integrated Service Limited
85.	Renent Limited
86.	Resource Intermediaries Limited
87.	RGS Worldwide Limited
88.	Rasayela Nigeria Limited (New Member)
89.	Rozdon Integrated Systems Limited
90.	Sandy Management Consultant
91.	Stendra Resources Nigeria Limited
92.	Septagus Consulting Nigeria Limited
93.	Simiak and Company Limited (New Member)
94.	Strategic Outsourcing Limited
95.	Stresert Services Limited
96.	S.Lloyd Nigeria Limited
97.	Stone Hill Nigeria Limited
98.	Swift Rental Cars Limited
99.	Shiben Ventures Nig. Limited (New Member)
100.	Tombeyi Services Nigeria Limited
101.	Tasy Yact Limited
102.	Talent and Skills Africa Consulting Limited
103.	Teamace Limited (New Member)
104.	TUSEN Consulting Limited
105.	Togay Ventures Limited
106.	Theo Tech Global Services Limited
107.	Theodom Integrated Investment Limited
108.	Top – Mot Assets Investment (New Member)
109.	Trade and Consumer Marketing Services Ltd. (New Member)
110.	Tuntab Global Network Services Ltd. (New Member)
111.	U-Connect Human Resources Ltd
112.	Verity Associates Limited
113.	Vic Lawrence & Associate Ltd
114.	Vision Job 24/7 Nig Ltd
115.	Walbusa Investment Ltd
116.	White Bridge Global Limited (New Member)
117.	Workforce Management Center Ltd
118.	Waterside Investment Ltd
119.	Whyte Cleon Ltd
120.	XL Outsourcing Limited
121.	Workmen and Talents Agency Ltd
122.	XYZ Limited

Dr Olufemi Ogunlowo
President