

CONSTRUCTION OF AFRICA CENTER OF EXCELLENCE FOR MICOTOXIN AND FOOD SAFETY  
SECRETARIAT.

SITE MEETING 002

5th JUNE 2023

AGENDA

- ② Site Inspection
- ① Opening Prayer — *opening Prayers by Mrs Fummi. → meeting started at 11:30am*
3. Matters Arising
4. Presentation of progress of work by the Contractor
5. response by the Client
6. Any other Business
7. Date of Next Site Meeting
8. Adjournment — *Bakura for Ajum, Mrs Seun.*
9. Closing Prayers — *closing Prayer by Selihu. closed @ 1:31pm*

*- contract documents  
→ Roof  
• Paint*

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9. Closing Prayers

*19/June/2023*

④ *Contractors response. — to respond to defects within a week ✓*

⑤ *next for the week*

⑥ *ESMP → recommended type of waste mgmt.*

*Contract doc: waste — Biological → Inactivation  
— Pay according to the Avesd. — Chemical → Neutralization  
— New and Electrical — Connection to Mains.*

# SITE INSPECTION 5

Beate Prof Makun

- Roof drains by M&E test.
- Sagging concrete gutter (cattle back)
- Integrity of such be verified by E&S
- High level window @ Reception area.
- Provision of pipes for fire hose reel
- Site is dirty

Abandoned toilets on generally on the ground floor/office area on floor has one of public toilet section.

- More strings on suspended ceilings
- Red oxide on roof.
- hair cracks
- cracks on walls.
- poor joint of slabs
- Roof thickness

## \* Env. Safety Officer

- ↳ Env. Safety
  - site post at the roof.
  - Mt of waste on site shld be improved on.
  - cordoning off area
  - use of PPE - site shld be closed.
  - Range of grounds not permitted.
  - handling/handover.

## Engineer (Sawyer)

- Toilets on check
- Installation of suspended ceiling on the 1st floor
- hair cracks at plaster
- piping cracks.
- Program of works for the entire projects
- Quality Control (test result)

## Builder

- Roof gutters drains.
- fire hose reels shld be piped.
- hair cracks be concrete
- toilets - wash basin be placed at the lobby.

## ESV

- site hygiene
- treat honey combs on columns quickly.

## QS

- Payment based on measurements
- QS - Go to

## Eng's Structural

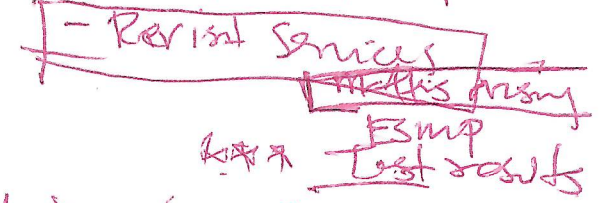
- ① Env. Safety officers
- ② Confuse environment
- ③ ES officers shld be incorporated
- ④ Procurement officer shld be available for meetings etc.

Dr Hariza

- ① emphasis on reports
- ② Verification exercise (July)
- ③
- ④

Ms Haruna

linking of ST & SAP



M&E arising from site inspection

- Architect - external > Sagged Purlin on the roof (integrity be

## \* M&E

- not much but reinforced that work be effected.
- Accountant
  - Payment string & certification.
  - Core officers be part of the work.

## \* Concre Consultant

- Corrections shld be noted
- Safety measures, PPE, & site hygiene

## \* Procurement

- Advise to PPOU → safe guards, & PPE, site work standard.
- Qty Control (Roof, concrete)
- Work plan
- demolished the sagging VVV
- batching • hygiene

## \* DCL

- Qty control

## CL

→ \* Merit S&D to be available

Oyibo HA

**CONSTRUCTION OF AFRICA CENTRE OF EXCELLENCE FOR MYCOTOXIN AND  
FOOD SAFETY BUILDING, MAIN CAMPUS, FEDERAL UNIVERSITY OF  
TECHNOLOGY, MINNA.**

**MINUTES OF SITE MEETING 002 MONDAY 5<sup>TH</sup> JUNE, 2023**

**VENUE: PROJECT SITE AT MAIN CAMPUS**

**TIME 11:00AM**

**ATTENDANCE**

SN	NAME	OFFICE
1	Prof H A Makun	Centre leader
2	Dr H.L. Muhammad	DCL
3	Engr Yusuf Isah	PPDU FUT Mx
4	Jiya Ndace <i>Nakeche</i>	PPDU FUT Mx
5	Abubakar Haruna	Procurement & Property Mgt Officer
6.	Dr. E. U. Ezenwadiwan	Center Counsellor
7	<i>Ok</i> Okainemen Funmilayo	Project Accountant
8	Dr. H.S.Auta	Monitoring & Evaluation officer
9	Oyibo Hafeez	PPDU, FUT Mx
10	Kolo M.Saliyu	PPDU, FUT Mx
11	Ibrahim T. Shu aib	Mahadi Services
12	Bakare Oye	PPDU, FUT Mx
13	Bijim Habila Silas	Social Safeguard
14	Racheal Suleman	PPDU, FUT Mx
15	<i>Engr Tyabo S.A.</i>	

L/N	ITEM No	MINUTES	ACTION BY
001	1.0	<p><b>OPENING PRAYER /INTRODUCTION</b></p> <p>The site meeting commenced at about 11:35am</p> <p>Opening prayer was said by the project Accountant Madam Funmilayo Okojinemen, followed by the opening Remarks by the Centre Leader as follows: He welcomed all present and asked if the meeting can go on without the presence of the Contractor or his representative.</p> <p>The PM stated that the contractor was duly informed and was supposed to be present at the site meeting. The centre Leader stated that it was an indictment on the part of the contractor for not being present.</p> <p>He expressed his <del>pleasure</del> pleasure that a meeting was called and stated that it was long overdue.</p> <p>He stated that the <del>Centre</del> Centre Leader, Deputy Centre Leader, Environmental Safeguard officer and procurement officer who are also the property management officers are carried along and are to be present in all site meetings.</p> <p>The Deputy centre leader stated that the World bank mandates that a report of all the happenings on site, minutes of site meetings be uploaded on the website weekly.</p> <p>She stated that the project be completed soonest so as to enable the centre access 100% payment for the project, which can only be done after verification which would entail the world Bank coming to Access the project and certifying it.</p> <p><i>assess</i></p>	<p><i>Procurement Property management</i></p> <p><i>MSE</i></p>

2.0	<p>The contractor was informed about postponing the visit and he promised to deliver by July.</p> <p>She stressed the importance of the importance of a social safe guard officer on site citing an instance where site workers impregnated hawkers on site, which led to the closure of a site in East Africa.</p> <p>The standard is that a social safeguard officer must always be on site giving weekly reports.</p> <p>The Project Manager said that expanded site meetings with the contractor where technical issues will be discussed will be bi weekly to be able to record considerable progress and reports can be sent in weekly as the case may be.</p> <p><b>MATTERS ARISING FROM SITE INSPECTION</b></p> <p>The following were observed during the site inspection:</p> <p>Drain pipes to be fixed for proper discharge of rainwater from the Roof.</p> <p>Some parts of the parapet was seen to be buldging out and supports have been left</p>	<p>CONTRACTOR</p> <p>CONTRACTOR</p>
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19/June  
2023



for too long so the Engineer was asked to look at it in regards to stability and safety. High level windows need to be opened up at the reception for more lighting and ventilation because once the ramp is completed shadow will be cast, hence the need for more light.



Hose reels for both staircases for fire fighting should be introduced.

The site was very dirty hence the need to tidy up the site.

Pending

It was seen that there was no progress of work in ~~all~~ the toilets.

It was noted that red oxide had not been applied on the roof trusses.

So many hair cracks were seen on areas that had been plastered.

Pending

The roofing sheet was seen to have two different colours, the gauges were then checked and the gauges were 0.5mm and 0.7mm respectively, it was also observed that the corrugation was different.

16

It was agreed that all mechanical services be revisited.

3.0

**CONTRACTORS PROGRESS REPORT**

3.1

The contractor did not submit a progress

CONTRACTOR

		<p>report.</p> <p>The following are to be included in the site report:</p> <p>Progress pictures with titles and Dates</p> <p>"Column" to show projected target</p> <p>List of personnel on site</p> <p>List of equipment on site</p> <p><b>CLIENTS AND CENTER REMARKS</b></p> <p>1. The Architect stated that the contractor</p> <p>4.1 had not submitted any programme of works since the inception of the project.</p> <p>2. No tests results have also been submitted.</p> <p>3. Some cracks were noticed where the electrical pipes were fixed, the contractor is expected to revisit those areas.</p> <p>4. The contractor should ensure he gets the proper aggregates for plastering to achieve surfaces free from hair cracks.</p> <p>The Engineer asked the contractor to</p> <p>1. Connect the pipes on the roof for proper draining of rain water.</p> <p>2, The fire hose reels should be installed (piping).</p> <p>3. The wash hand basins in the toilets should all be brought out.</p> <p>1. The Builder asked the contractor to</p>	<p>CONTRACTOR</p>
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place safety tapes along the stairway for safety purposes,

2. And asked the contractor to speed up work.

. 1The Estate Surveyor noted that the site was very dirty and so stated that the site is cleaned up properly before the next site meeting.

2. He observed that some reinforcements were exposed in some columns.

1. The quantity surveyor stated that the percentage payment given to the contractor was about 60%

1. The social safeguard officer stated that he has a lot of functions on site ,which include before construction commenced, during construction and after the building is handed over

.2. He observed that there was no signage directing people to the site.

3. Waste poorly managed on the site, with nails everywhere.

4. The site is not properly enclosed to keep out unauthorized personnel.

5. He also stressed the importance and use of PPE because he observed that no one was seen using any PPE, and all present on

CONTRACTOR



site are to be properly and fully kitted on site at all times.

6. He also said that all procedures should be put in place for safety because the site could be closed down if the donors visit site and do not see any safety measures in place,

7. The raring of animals is not allowed on the site premises.

8. He also observed that work was not on-going as expected.

9. He said measures be put in place in case of sexual harassment ,disputes among site workers , on proper managements of cases

1. The monitoring and evaluation officer reminded the meeting of the importance of uploading the progress of work on the website.

2. She was also concerned about the completion date of the project and

3. emphasized the importance of the presence of the team from the centre during site meetings.

1. The Accountant said that the meeting was very timely and asked that there be synergy with the centre and PPDU.

CONTRACTOR

Councillor

1. The centre councillor noted that a lot had been said so the people to take corrections should take note and corrections should be timely.

2. She encouraged everyone to work hard

1. The procurement<sup>N</sup> property manager stressed that quality control must be followed and adhered to.

2. The contractor should produce a programme of work.

3. Areas that defects are noticed should be demolished and recast.

4. He said that the site must be cleaned properly, he also said the meeting was necessary and very timely.

The centre leader said meetings should be timely.

5.0

#### CONTRACTORS RESPONSE

The contractor responded that all the errors will be fixed in the next seven (7) days. The site hygiene will be taken care of and measures will be put in place so that hawkers are not rapped on site.

6.0

#### AOB

The PM reminded the end users of the importance of waste management on site and that the centre had not submitted any

Prty

report on how waste would be managed on site.

The Deputy centre leader agreed that a visit will be made to IBB Hospital to carry out a case study.

He also enquired on electricity connection to the site and advised that it would be better to dedicate a transformer for the site and it was better to take measurement and compare with what we have in the bill.

7.0

#### **ADJOURNMENT**

Builder bakare oye moved for the adjournment of the meeting and Dr H. S. Auta seconded the motion;  
The meeting was adjourned to 19th June 2023, time: 11:00am and the closing prayer was said by Qs Kolo M. Salihu.  
The meeting came to a close at 1:31pm

STRUCTURAL  
ENGINEER -  
- carry out  
Integrity Test  
to ascertain these  
structural defects state.

OYIBO HAFEEZ  
MNIA

Cc:

- i. The vice chancellor
- ii. Centre leader
- iii. Director PPD

EXTRA ORDINARY SITE MEETING ON  
 AEMPS, BUILDING A.K., FUT MINNA  
 REASON: ROOF COVER.

17 June, 2023

ATTENDANCE LIST.

S/NO	NAME	ORGANISATION	PHONE No.	SIGN.
1.	Lawrence Ajel	Queensway	07031330594	
2.	Daniel Gafsan.	Queensway Queen Saby Abu COR LTD.	08886255920	
3.	Yakubu Musa	Rooper maker	08065793798	
4.	Jiya, Ndache	PPDU, Fut	08034530023	
5.	Oyibo HA.	PPDU, FUTMX	08035753565	
6.	ALI BUHARI HASSAN	SITE ENG.	07036232387	
7.	Kolo M. SALIHU	PPDU. fut mx	08037897217	
8.	Engr S. A TYABO	PPDU - fut mx	08038894620	
9.	RACHEAL SULEMAN	PPDU fut mx	08065710857	

STARTED AT 1:25 PM:

ROOF COVER: FIRST READING:

2nd	- 0.72	0.62
3rd	- 0.74	0.64
	- 0.71	0.68

\* CONCLUSION

→ Sent Queensway to send in reports and do quality control. the 2 different sample were taken by the supplier for further test.

Ogbo Hefee

CONSTRUCTION OF AFRICA CENTER OF EXCELLENCE FOR MYCOTOXIN AND FOOD SAFETY SECRETARIAT.

SITE MEETING 003

19th JUNE 2023

Venue: project site

next 04 July, 2023

Time: 11:00am

AGENDA

- 1. Opening Prayer — 11:25am opening Prayer by Bedawi Absent. with excuse PPE jobs
- 2. Site Inspection
- 3. Matters Arising Self-governed in presence of officers are absent due to a meeting.
- 4. Presentation of progress of work by the Contractor Site Inspection
- 5. Response by the Client
- 6. Response by center
- 7. Response by contractor
- 8. Any other Business next site meeting work.
- 9. Date of Next Site Meeting - Approval must be given. floor specification.
- 10. Adjournment - open window in the preoperating room in lab or gas identification change of ceiling spec. + stairs walls, cat pop, etc.
- 11. Closing Prayers — Emir Yusuf Prayers — Site Hygiene - 65%

- elect
- Survey
- Visit to LBB HQ
- Lacked Comfy
- Pace of work

Notes of Firefighting

- Property Managers
- Roof - matters.
- SAFE GATED OFFICE
- clarity of site
- Dep Curie L, Ck
- OS

PPE re-emphasized. caution for clothing. - hankers,

- ARCHITECT
- Improved hygiene
- STRUCTURAL ENGR
- Integrity tests are ongoing, some details are not done.
- fresh test, PPE test.
- Serious Concerns
- BUILDER
- photos should be gauged. ten trucks, replace
- no caution tape
- SERVICE ENGR
- Notes dict provided. PPE for hankers. consult with architect

AOB extension of time

AOB Property Managers' Prom. - change of Personnel, be worker - qty control

Oyibo HA

CONSTRUCTION OF AFRICA CENTRE OF EXCELLENCE FOR MYCOTOXIN AND  
FOOD SAFETY BUILDING, MAIN CAMPUS, FEDERAL UNIVERSITY OF  
TECHNOLOGY, MINNA.

MINUTES OF SITE MEETING 003 MONDAY 19th JUNE, 2023

VENUE: PROJECT SITE AT MAIN CAMPUS

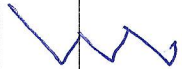
TIME:11:00am

ATTENDANCE

SN	NAME	ORGANIZATION	PHONE NUMBER
1	Prof H. A Makun	ACEMFS	08035882233
2	Dr H. L Muhammad	DCL	08035960300
3	Arc Oyibo H. A	PPDU FUT MX	08035753565
4	Engr Yusuf Isah	PPDU FUT MX	08039680564
5	Esv JiyaNdache	PPDU FUT MX	08034530023
6	TPL Ibrahim A. Badawi	PPDU FUT MX	08131174615
7	Engr S. A Tyabo	PPDU FUT MX	08038894620
8	Engr Ali B. H	SITE ENGINEER	07036232337
9	Builder BakareOye	PPDU FUT MX	08132488216
10	QsKolo M. Salihu	PPDU FUT MX	08037897217
11	Mohammed Ibrahim	MAHADI SERVICE &RESOURCES	07065646028
12	AbubakarHaruna	PPMO ACEMFS	08023753751
13	Bijim Silas Habila	SOCIAL SAFEGUARD OFFICIAL, ACEMFS	08038919866
14	ArcRacheal Suleman	PPDU FUT MX	08065710857

L/N	ITEM NO	MINUTES	ACTION BY
001	1.0	<b>OPENING PRAYER</b>	
		The site meeting commenced at about 11:27am Opening prayer was said by Ibrahim A. Badawi	<u>All</u>
	2.0	<b>READING ,CORRECTION, AND ADOPTION OF PREVIOUS SITE MEETING</b> Page 1 Ndace to read Ndache Okainemen to read Okoinemen Page 2 Line 21 to include Procurement and And Property Management Officer, Line 34 access to read asses Page 4 tall to read all Page 8 no 3 to read the structural Engineer is to look into the affected areas and ascertain the safety of the areas. action to be taken by structural Engineer.	<u>All</u>
	3.0	<b>MATTERS ARISING FROM SITE INSPECTION</b> The following were observed during Site inspection ✱ Still no sign of Progress in Toilet Areas ✱ A window was omitted by the contractor The preparation room in the laboratory on the ground floor ✱ It was stated that approval must be given after laying of hardcore, BRC mesh , Damp proof Membrane and pipes before casting is done ✓ It was Stated that the stairway ceiling specifications to be changed to POP and the escape stairway ceiling to be changed to Brazilian ceiling, due to an observation that the winds would displace the suspended ceiling earlier specified. It was stated that the partition wall in the toilet areas terminate at lintel level ✱ All the toilets have anal sprays and all toilet	Contractor



		<p>doors 2.1m height.</p> <p>It was noted that the roofing issue is still under investigation</p> <p>Water and fire fighting will be looked into to know the best suitable option of location for tanks.</p>	
	<p><b>4.0</b></p>	<p><b>PRESENTATION OF PROGRESS REPORT BY CONTRACTOR</b></p> <p>The contractor had no progress report.</p> <p>The contractor was reminded that the report should include equipments on site, materials on site, personnel on site, pictures to include workers with PPE's in place.</p> <p>The contractor to get the results of concrete tests signed and attached to the report and submit to the Architect.</p>	<p>contractor</p>
	<p><b>5.0</b></p>	<p><b>RESPONSE BY THE CLIENT</b></p> <p>The Architect observed that the site had been cleaned and tidied up, it was observed that the programme of work presented had wrong dates of commencement and handing over of site and it was also observed that the contractor was seriously behind schedule even with the submitted programme of work. The programme of work was not accepted.</p> <p>The contractor was asked to prepare a proper programme of work showing the correct dates for commencement and handing over of site</p> <p>The Builder stated that before plastering of walls commence gauges must be put in place. He observed that the caution tape at the stairway area was still not in place.</p> <p>The M&amp;E said the drain pipes have been fixed .</p> <p>For the fire hose reel position they would need to know where the tank would be placed</p> <p>He observed that the position of wash hand basins still not ascertained.</p>	<p>Contractor</p>



6.0	<p><b>RESPONSE BY CENTRE</b></p> <p>Deputy Centre leader stressed the importance of all observations made and carrying out the necessary corrections the observations noted were</p> <p>If the contractor had availed the meeting with the test results</p> <p>If they had the right aggregates for plastering to avoid cracks seen after plastering and Cracks that were seen along portions where electrical pipes were fixed.</p> <p>The social safe guard officer reminded the contractor of the importance of PPE and added that anyone could just work into the site and take pictures, the safety measures ought to be seen in place.</p> <p>Signage still not in place.</p> <p>He still observed that the issue of hawkers coming into the site premises was still not addressed .</p> <p>The Procurement and property management officer observed that the contractor keeps changing supervisors on site</p>	contractor
7.0	<p><b>RESPONSE BY CONTRACTOR</b></p> <p>The contractor responded that they have been having setbacks financially.</p> <p>The QS made it very clear that the client does not owe the contractor any monies</p> <p>The PM asked the contractor when he would be handing over the keys because he is supposed to have completed the project and handed over the keys.</p> <p>If the project is not handed over it would get to a point where the LAD would be paid.</p> <p>The PM reminded the contractor that there are works that can go on concurrently, tiles in the store why not install them and convert them into work done so we can see progress on site.</p>	contractor

7.0	<p><b>ANY OTHER BUSSINESS</b></p> <p>The centre leader said he received a letter from the contractor stating that he wanted an extension of 10 weeks with different miscellaneous reasons.</p> <p>The Centre Leader expressed his displeasure and stated that an extension of 10weeks is not acceptable, stating that they have honoured every valuation the contractor sent in.</p> <p>This is because the World bank would send supervisors to see the project in July and they can only be paid if the building is completed and furnished.</p> <p>The contractor was instructed to make a site instruction book available</p> <p>The contractor should note that approval must be given for all items of work before work is done if not, payment would not be made.</p> <p>The contractor is to note that there is lack of consistency in the work and a document would be issued to that effect</p>	contractor
8.0	<p><b>DATE OF NEXT SITE MEETING</b></p> <p>Date for the next site meeting is Tuesday 4th July 2023 time: 11:00am Venue : Project site</p>	All
9.0	<p><b>ADJOURNMENT</b></p> <p>Qs Kolo M. Salihu moved for adjournment of the meeting and Engineer Salihu T. Adamu seconded the motion</p> <p>The</p>	All

Arc Oyibo Hafeez

MNIA

Cc:

i The Vice Chancellor

ii Centre Leader

iii Director PPD

**CONSTRUCTION OF AFRICA CENTRE OF EXCELLENCE FOR MYCOTOXIN AND  
FOOD SAFETY BUILDING, MAIN CAMPUS, FEDERAL UNIVERSITY OF  
TECHNOLOGY, MINNA.**

**MINUTES OF SITE MEETING 004 WEDNESDAY 5th JULY, 2023**

**VENUE: PROJECT SITE AT MAIN CAMPUS**

**TIME:11:00am**

**ATTENDANCE**

SN	NAME	ORGANIZATION/DISIPLINE	PHONE NUMBER
1	Arc Oyibo H. A	PM/PPDU FUT MX	08035753565
2	Qs Kolo M. Salihu	Qs/PPDU FUT MX	08037897217
3	Esv Jiya Ndache	Est Surv /PPDU FUT MX	08034530023
4	Engr Yusuf Isah	M&E/ PPDU FUT MX	08039680564
5	Bldr murtala Suleiman mashegu	Builder/ PPDU FUT MX	08069374341
6	Builder Bakare Oye	Builder/PPDU FUT MX	08132488216
7	Ibrahim T. Shuaib	site manager	09030200003
8	Engr Ali B. H	site engineer	07036232337
9	Bijim Silas Habila	Environmental & Social Safeguard Officer	08038919866
10	Arc Idris Alhassan	PPD	08034544328
11	Arc Racheal Suleman	Architect/PPDU FUT MX	08065710857

**ABSENT WITH APPOLOGIES**

SN	NAME	ORGANIZATION/DISIPLINE	PHONE NUMBER
1	Prof H. A Makun	CL/ACEMFS	08035882233
2	Dr H. L Muhammad	DCL/ACEMFS	08035960300
3	Abubakar Haruna	PPMO ACEMFS	08023753751
4	Engr S. A Tyabo	Engr/PPDU FUT MX	08038894620

L/N	ITEM NO	MINUTES	ACTION BY
001	1.0	<b>OPENING PRAYER</b>	
		The site meeting commenced at about 11:47am . Opening prayer was said by Jiya ndache.	All
	2.0	<b>READING, CORRECTION, AND ADOPTION OF MINUTES OF LAST SITE MEETING.</b>	All
		Page 1 no 13 to read ' Habila' not 'Habra' and 'offical' to read 'officer' Engr Yusuf Isah adopted and was seconded by Esv Jiya Ndache	
	3.0	<b>MATTERS ARISING FROM SITE INSPECTION</b>	Contractor
		The following were observed during Site Inspection, 1.The cantilever at the Entrance on the first floor was not straight, and square, so the contractor was asked to correct it. 2. it was observed that there was a bit of progress in the following: i) Burglaries were seen in place in window openings, ii) Wall and soffit floating on going, iii) Fixing of floor tiles in the laboratory, iv) Toilet floors in place, and partition walls were seen going up v) Door Installations ongoing. 3. Some materials on site include: i) Floor tiles. ii) Granite floor tiles. 4. All DB's have been mounted . However, the pace of work is still very slow as this meeting ought to have been a pre- handing over Inspection.	
	4.0	<b>PRESENTATION OF PROGRESS REPORT BY CONTRACTOR</b>	Contractor
		The Contractor had no progress report.	
	5.0	<b>RESPONSE BY THE CLIENT</b>	Contractor
		The PM stated that there will be no honouring of valuation until the contractor presents the quality control results, submits and a progress report to the Architect. The PM also asked the contractor when he would be handing over the building, but there was no response. it was agreed that the contractor had no definite date to hand over the building to the Centre.	
	6.0	<b>RESPONSE BY CENTRE</b>	Contractor
		The Environmental and Social Safeguard officer, made it very clear, that the contractor had failed woefully to put into place all the observations made in respect to the environment and safety, on site, ( i.e. in respect to his office).	
	7.0	<b>ANY OTHER BUSSINESS (A.O.B.)</b>	Contractor
		There are some additional works works which include: i) Electrification, the contractor is to work with the service	

	Engineer , so as to identify the positions where the poles will be mounted, to establish the transformer yard/ base. The contractor was advised to start to start as soon as possible before the rains increase, thereby hindering access to site. Warning was also given to the contractor, that by the next site meeting if there was no progress the client would have no choice but to start deducting LAD.	
<b>8.0</b>	<b>DATE OF NEXT SITE MEETING</b>	All
	Date for next Site Meeting is, Date: Wednesday 12th July, 2023. Time: 11:00am, Venue : Project Site.	
<b>9.0</b>	<b>ADJOURNMENT</b>	All
	Esv Jiya Ndache, moved for adjournment of the meeting, and Qs Kolo M. Salihu, seconded the Motion. The Closing prayer was said by Qs Kolo, M. Salihu, and the meeting ended at 12:55pm.	

Arc Oyibo Hafeez

MNIA

Cc:

i The Vice Chancellor

ii Center Leadre

iii Director PPD.



**CONSTRUCTION OF AFRICA CENTER OF EXCELLENCE FOR MYCOTOXIN AND  
FOOD SAFETY**

**BUILDING, MAIN CAMPUS, FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA.**

**SITE MEETING 005**

**12th JULY, 2023**

**VENUE: Project Site**

**TIME: 11:00am**

**AGENDA**

1. Opening Prayer
2. Site Inspection
3. Reading, correction and Adoption of minutes of last site meeting
3. Matters Arising
4. Presentation of progress of work by the Contractor
5. Response by the Client
6. Response by centre
7. Response by Contractor
8. Any other Business
9. Date of Next Site Meeting
10. Adjournment
11. Closing Prayer

26 July, 2023

SITE INSPECTIONS

- notes: laying of brickwork
  - properly done
  - Doors

Ceilings: more string for ceilings, ceiling fans hooks & beam alignment of ceilings, cut trimmers well.

Doors: maintain doors

Expansion joints

Data cable & route be provided (at all fixed parts in Seminar, classrooms & Bedrooms,

Settling Slabs.

Treat walls before painting.

Remove & demolish 1 number column & re-fix.

Felt & screed to slope to drain pipes

Roof: Remove a roofing sheet as identified, & add more screens.

SEPTIC & SAP: fill with hardcore ~~at~~ the base of SAP & back of the wall.

\* 27/July/2023: PAINTING SCHEDULE

- RECEPTION - Welcoming - light green & white.
  - LOBBIES - off white
  - CENTRE LEADERS - white (Set in brilliant) → Floor Brighter shade of Vinyl/Floor.
  - DKL - off white
  - LABORATORIES - silver gray
  - CLASSROOMS - off white
- See of Conference Room

# SITE APPRAISAL on 30 Aug 2023

## ACEMJS BUILDING

- Fans.
  - Positioning of Windows & WAB.
  - WAB in female toilet GF!
  - Stairs & suspended ceilings
  - expansion gap treatment.
  - Seal tapes around windows & glass panels.
  - ACP a course of black taping at stair well.
- faulty gutter floor on first floor roof.
- Contractor's presence @ next appraisal of work
  - Aluminium roof covers are on ground.

### Briefing

- Progress report
- Pace of works
  - Quality of works
  - Completion period.

→ 10th August, 2023 for another appraisal.

10/08/23  
D. M. S. / D. M. S.

# ACEMFS BUILDING

10/Am/2022

## APPRAISAL (ACADEMIC SESSION)

- 1 - Appliances for Convenors to be sighted.
- 2 - Tiling work. floor area  $\frac{1}{2}$   $3.7 \times 6$   
 $2.7 \times 6$   
—
- 3 - fans -
- 4 - Hose reel - 2 meters
- 5 - Roof felt.
- 6 - ladders
- 7 - lighting fittings
- 8 - sockets
- 9 - switches.

Sneys

- Handled stonework joints.
- Steps at the exit.

Bulk -  
frang -  
extractor fan -