



088/07/2022

26 July 2022

Dear Mr. Tijani,

**PROMOTING CLEAN ENERGY TECHNOLOGIES FOR SUSTAINABLE START-UPS AND SMALL AND MEDIUM ENTERPRISE
DEVELOPMENT IN NIGERIA: INAUGURATION OF THE PROJECT STEERING COMMITTEE**

I wish to inform you that the above-named project which the United Nations Industrial Development Organization (UNIDO) developed in collaboration with the Nigerian Government through the Federal Ministry of Science, Technology and Innovation (FMSTI) and Rural Electrification Agency (REA), Co-Creation Hub is now at the implementation phase.

Please be advised that we are in the process of constituting the Project Steering Committee (PSC) aimed at guiding the implementation of the project. Given the centrality of your organization to the successful implementation of the project, we hereby kindly request you to nominate a representative of your organization to the PSC. Please note that the Project Steering Committee (PSC) is scheduled to be inaugurated by the Honourable Minister of Science, Technology and Innovation as follows:

Date: Tuesday, 16 August 2022

Time: 10.00 a.m.

Venue: Conference Hall, Office of the Honourable Minister, Federal Ministry of
Science, Technology and Innovation, Federal Secretariat, Abuja

We hereby invite you to give a goodwill message at the inauguration ceremony and count on the continued commitment and collaboration of your organization towards the achievement of the objectives of the project.

Please find attached a tentative agenda for the inauguration ceremony. For further information, please contact Mr. Oluyomi Banjo via O.Banjo@unido.org.

With kind regards,

Yours sincerely,

Jean B. BAKOLE

UNIDO Representative to ECOWAS and
Regional Director, Nigeria Regional Office Hub

Mr. Bosun Tijani
Chief Executive Officer
Co-creation Hub
294 Herbert Macaulay Way
Sabo, Yaba
LAGOS.

**Tentative Agenda
for the
Project Steering Committee (PSC) Inauguration Meeting**
of the Global Environment Facility (GEF) – United Nations Industrial Development Organization
(UNIDO) Global Cleantech Innovation Program (GCIP) Nigeria
Held on Tuesday, August 16, 2022, at 10:00am (WAT) at Honourable Minister's Office, Federal
Ministry of Science and Technology, Central Business District, Abuja

TIME	AGENDA ITEM	PRESENTER
10:00 – 10:30	Arrival and Registration	ALL
10:30 – 10:50	Welcome Address	H.E. Mr. Jean Bakole Regional Director, UNIDO Nigeria Regional Hub
10:50 – 11:00	Goodwill messages (5 min each)	Engr. Ahmad Salihjo Managing Director/CEO, Rural Electrification Agency (REA) Mr. 'Bosun Tijani Chief Executive Officer Co-creation Hub
11:00 – 11:15	Introduction on GCIP, GCIP Progress, Briefing on Project Inception Workshop	Mr. Luca Longo Project Manager, Directorate of Environment and Energy United Nations Industrial Development Organization (UNIDO)
11:15 – 11:30	GCIP Nigeria PSC - Roles and responsibilities	Mr. Oluyomi Banjo National Programme Coordinator, Environment and Energy, UNIDO Nigeria Regional Office Hub for ECOWAS
11:30 – 11:45	Keynote Speech and Inauguration of the Project Steering Committee (PSC)	H.E. Dr. (Senator) Adeleke Mamora Honourable Minister, Federal Ministry of Science, Technology & Innovation (FMSTI)
11:45 – 12:00	PSC Chair's Acceptance Remark	Dr. Peter C. Ekweozoh Director, Dept. of Env. Sciences and Technology Federal Ministry of Science, Technology & Innovation (FMSTI)
12:00 – 12:10	<i>Closing Remarks</i>	FMSTI (to confirm the person delivering the closing remarks)
12:10 – 12:15	<i>Group Picture/Photograph</i>	All stakeholders
12:15 – 13:00	<i>End of Meeting and Coffee Break</i>	All
12:15 – 13:00 onwards	<i>Media Interviews</i>	Hon. Minister; UNIDO Regional Director etc

