



IN COLLABORATION WITH



FGMD FIELD DATA ANALYST SHORT TERM CONTRACT

SHORT-TERM CONTRACT

Recitals

WHEREAS FGMD, in collaboration with the Office of the Surveyor General of the Federation, is jointly executing a Business Listing and Address Verification Project targeting the registration of 10 million businesses in Nigeria over five (5) years 2027;

WHEREAS the Field Agent agrees to provide services to FGMD for business registration, data verification, and uploading business details to the FGMD website;

WHEREAS the Field Agent understands that this contract is performance-based, with specific deliverables and compensation based on achieving defined targets within a stipulated timeframe;

NOW, THEREFORE, in consideration of the mutual promises herein, the parties agree as follows:

1. Scope of Work

The Field Agent agrees to:

- 1.1 Conduct registration and verification of businesses within their assigned jurisdiction (Ward, Local Government, or State).
- 1.2 Meet the following minimum targets during the three-month period:
 - i. 1,000 businesses per Ward
 - ii. 10,000 businesses per Local Government
 - iii. 100,000 businesses per State
- 1.3 Publicize the FGMD project to businesses and relevant stakeholders.
- 1.4 Accurately upload verified business data to the FGMD official website.
- 1.5 Liaise with key stakeholders to secure their support for the success of the project.
- 1.6 Uphold the integrity and security of data and safeguard transactions made via the FGMD platform.

2. Duration of Contract

This contract shall be valid for three (3) months from the date of commencement

3. Compensation and Payment Terms

FGMD agrees to pay the Field Agent based on the following monthly payment structure:

- i. Field Agents: ₦80,000/month
- ii. Ward Supervisors: ₦120,000/month
- iii. Local Government Inspectors: ₦200,000/month
- iv. State Coordinators: ₦300,000/month

Payment Conditions:

- 3.1 Payments are subject to achieving the stipulated targets and submission of quality deliverables.
- 3.2 FGMD reserves the right to withhold payment for substandard or incomplete work.

4. Obligations and Responsibilities

4.1 Training:

- i. The Field Agent must complete FGMD's online training program and meet the stipulated benchmarks.
- ii. The Field Agent must undergo GIS training and certification and demonstrate the ability to geocode locations accurately.

4.2 Tools and Technology:

- i. Must be proficient in using a smartphone and FGMD's online platform for business registration and data verification.

4.3 Compliance:

- i. Adhere to FGMD's rules of engagement and terms of service.
- ii. Uphold the confidentiality and security of collected data.

5. Conditions for Engagement

The Field Agent must:

5.1 Be literate and possess the minimum qualifications required for their position:

- i. Field Agent: SSCE
- ii. Ward Supervisors: Diploma/NCE
- iii. Local Government Inspectors: Diploma/NCE
- iv. State Coordinators: BSC/HND

5.2 Be of good character, disposition, and conduct.

5.3 Reside within their jurisdiction of operations.

5.4 Be outspoken and capable of representing the project effectively.

6. Termination of Contract

FGMD reserves the right to terminate this contract if:

6.1 The Field Agent fails to meet performance targets.

6.2 The Field Agent engages in unethical practices or violates FGMD's rules of engagement.

6.3 Any breach of the terms outlined in this agreement occurs.