

**HOUSE OF REPRESENTATIVES COMMITTEE ON PUBLIC PETITIONS**  
**RULES OF PROCEDURE**

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## **ORDER I: RULES FOR CONDUCT OF BUSINESS**

### **Rule 1 - Business of the Committee conducted according to Standing Orders**

The proceedings in the Committee shall be conducted in accordance with the House Standing Orders and the Constitution of the Federal Republic of Nigeria, 1999, as amended.

## **ORDER 11 - PROCEDURE ON PETITION**

### **Rule 2 – Lodging of a Petition**

A petition may only be lodged or presented to the House by a Member, who shall affix his name at the beginning thereof.

### **Rule 3 - Presentation of a Petition**

(1) A member presenting a petition shall confine himself to a brief statement of the parties from whom it came, the number of signatures attached to it and the material allegations contained in it, and to reading the prayer of such petition.

(2) No debate shall be allowed on such petition, but the Clerk if required may read it.

(3) All petitions shall be ordered, without question being put to lie upon the Table. Such petitions shall stand referred to the Public Petitions Committee.

(4) No member may present to the House a petition signed by himself, except it is certified by the Clerk as being in accordance with the provisions of rules 4 – 8 of this Rule.

### **Rule 4 - Petition to be addressed to the House**

Every petition must be properly addressed to the House, respectful, decorous and temperate in its language, and must conclude with a prayer setting forth the general object of the petitioner.

### **Rule 5 - Signatures of Petitioners**

(1) Every petition must be signed by at least, one person on every sheet on which the petition is written;

(2) If signatures are affixed to sheets other than that containing the petition itself, such sheets shall carry at their head the prayer of the petition.

### **Rule 6 - Signatures to be in the handwriting of the person signing**

Signatures or marks will not be counted unless, in the case of signatures, they are in the handwriting of the person signing and in the case of marks they are witnessed, and unless in both cases they are followed by the addresses of the

persons signing or making a mark. Such signatures must be written upon, and not pasted or otherwise attached to each of the sheets on which the petition itself is written. A corporation should sign a petition with its common seal;

### **Rule 7 - Language of Petition**

Every petition shall be in English language or be accompanied by an English translation certified to be correct by the member who presents it.

### **Rule 8 - Prohibition of Attachments, Erasures or Interlineations**

No letters or other documents may be attached to a petition, nor may any erasures or, interlineations be made thereon.

### **Rule 9 – Content of a Petition**

1. A petition shall be in the form set out in Form 1 of Schedule 1 to this Rule and shall include:

- a. The name, address or other relevant description of the petitioner;
- b. The nature of violations or infractions alleged
- c. A summary of the facts, subject matter, grievance or material allegations within the knowledge of the petitioner(s) that constitute the bases of the petition which the petitioner wish the House to consider.
- d. The remedies from the House
- e. Signatures, which must be in the original handwriting of the petitioner(s).

2. A petition shall not be vitiated by mere reason of non-compliance with the sequence of the format in sub rule (1) above.

### **Rule 10 – Prompt Service of Notice of Petition**

1. The Clerk shall within two (2) weeks under the hand of the Chairman, serve a copy of every petition to all parties directing the Respondents to respond to the petition or where possible, to remedy the alleged wrong.
2. The parties shall within 4 weeks or such other time as of the receipt of the petition or such other time as the Chairman may direct in the Notice, submit to the Clerk Committee a brief or answer to the petition or, report of remediation.

## **ORDER III - PROCEDURE ON HEARINGS**

### **Rule 11 – Decorum**

During a sitting all members shall enter and leave the Hearing Room with decorum.

### **Rule 12 - Quorum for taking Testimony and certain other Actions**

The quorum for each Committee Meeting shall be one-third of all Members of the Committee.

### **Rule 13 - Calling and Interrogation of Witnesses**

(1) Whenever any hearing is conducted by the Committee upon any measure or matter, the minority party members on the Committee shall be entitled upon request to the Chairman by a majority of them before the completion of the hearing, call witnesses selected by the minority to testify with respect to that measure or matter during at least one day of hearing hereon.

(2) The Committee shall apply the five-minute rule in the interrogation of witnesses in any hearing until such time as each member of the Committee who so desires has had an opportunity to question each witness.

### **Rule 14 - Investigative Hearing Procedures**

(1) The Chairman at an investigative hearing shall announce in the opening statement the subject of the investigation.

(2) At an investigative hearing, witnesses may be accompanied by their own counsel for the purpose of guiding them concerning their constitutional rights.

(3) The Chairman may punish breaches of order and decorum, and of professional ethics on the part of counsel, by censure or exclusion from the hearing and committee may cite the offender to the House for contempt.

(4) Whenever it is determined by a majority of members present, that the evidence or testimony at an investigative hearing may tend to defame, degrade, or incriminate any person or persons, such testimony or evidence, shall be presented in executive session.

(5) The Committee shall proceed to receive such testimony in open session only if a majority of the members of the Committee present determine that such evidence or testimony will not tend to defame, degrade, or incriminate any person. In either case, the Committee shall afford such person an opportunity voluntarily to appear as a witness, and receive and dispose of requests from such person to subpoena additional witnesses.

(6) Except as provided in paragraph (5) the Chairman shall receive and the Committee shall dispose of requests to subpoena additional witnesses.

(7) No evidence or testimony taken in executive session may be released or used in public session without the consent of the Committee.

(8) In the discretion of the Committee, witnesses may submit brief and pertinent sworn statement in writing for inclusion in the record. The Committee is the sole judge of the pertinence of testimony and evidence adduced at its hearing.

(9) The Committee shall in so far as is practicable, require each witness who is to appear before it to file with the Committee (in advance of his or her appearance(s) a written statement of the proposed testimony and to limit the oral presentation at such appearance to a brief summary of his or her argument.

(9) A witness may obtain a transcript copy of his testimony given at a public session or, if given at an executive session, when authorized by the Committee.

(10) No point of order shall lie with respect to any measure reported by any Committee on the ground that hearings on such measures were not conducted in accordance with the provisions of this clause; except that a point of order on that ground may be made by any member of the Committee which reported the measure, if in the Committee, such point of order was:

- i. Timeously made;
- ii. Improperly overruled or not properly considered.

### **Rule 15 – Announcement of Hearing**

The Committee shall make public announcement of the date, place, and subject matter of any hearing at least one week before the commencement of the hearing. If the Committee determines that there is good cause to begin the hearing sooner, it shall make the announcement at an earliest possible date. Any



announcement made under this rule shall be promptly published in the National Assembly Journal.

### **Rule 16 – Opening Hearings**

(1) Each hearing conducted by the Committee or its Sub-Committee thereof shall be open to the public except when the Committee or Sub-Committee, in open session and with a majority of the members present, determines, by roll call vote that all or part of the remainder of that hearing on that day shall be closed to the public because disclosure of testimony, evidence or other matters to be considered would endanger the national security or would violate any law or rule of the House of Representatives.

(2) Notwithstanding the requirements of the preceding sub rule (1), a majority of those present and in attendance being the requisite number required under the rules of the Committee to be present for the purpose of taking testimony:

(a) may vote to close the hearing for the sole purpose of discussing whether testimony or evidence to be received would endanger national security or violate rule (1) above or;

(b) may vote to close the hearing as provided in rule (1) above. No member may be excluded from non-participatory attendance at any hearing of the Committee or Sub-Committee unless, the House of Representatives shall by majority vote authorize a particular Committee or Sub-Committee, for purposes of a particular subject of investigation to close its hearing to members by the same procedures designated in this subparagraph for closing hearings to the public provided, however, that the Committee or Sub-Committee may by the same procedure vote to close one subsequent day of hearing.

### **Rule 17 - Decision of the Chair is Final**

The Chairman shall be responsible for the observance of the rules of order in the Committee and his decision upon any point of order shall not be open to appeal and shall not be reviewed by the House except upon a substantive motion after notice.

### **Rule 18 - Limitation as to the time of matter Committed to Committee**

Any matter referred to the Committee shall be treated within 30 days otherwise the Committee shall stand discharged after 60 days and the matter committed to the Committee of the Whole for consideration.

### **Rule 19 – Committee Documents separate from Chairman’s Office Records**

All Committee hearings, records, data, charts and files shall be kept separate and distinct from the office records of the Committee Chairman; and such records shall be property of the House and all members of the House shall have access thereto.

## **ORDER IV – GENERAL PROVISIONS**

### **Rule 20 – Overriding Principles of Fair Hearing**

1. In the determination of petitions referred to it under this Rules, the Committee shall be guided by the need to ensure:
  - a. an effective and enabling environment for fair, just, and impartial recognition, promotion, and enforcement of all rights recognized and enshrined in the Constitution of the Federal Republic of Nigeria 1999 and under any other existing legislation;
  - b. Informal, extra-judicial and expeditious processing and disposal of all cases and petitions in accordance with the principles of fair hearing;
  - c. substantial justice without regard to unduly technical rules of evidence, procedure or forms;
  - d. equality of arms between all parties before the Committee, and
  - e. the protection of the safety and security of all parties before the Committee as well as the impartiality and integrity of all processes undertaken by the Committee.
2. In the consideration of a petition, the Committee may resort to arbitration, conciliation, mediation, amicable settlement, inquiries, hearings or such other forms of alternative dispute resolution procedure, as it deems appropriate.
3. The Committee shall not charge a fee for the consideration of a petition

### **Rule 21 – Withdrawal and Lapse of a Petition**

1. A petitioner may, in writing, through the Secretariat of the Committee, withdraw a petition pending before the Committee at any stage before final action.
2. Notwithstanding the provisions of sub-rule (1) of this Rule, the Committee may, in its discretion, continue with the conduct of a case, investigation or inquiry, if it considers that it is in the public interest to do so.
3. Where a petitioner fails or neglects to respond to a communication from the Committee within two (2) weeks, the Committee may deem that the petition has lapsed.

### **Rule 22 – Failure of Respondent to respond or participate in Proceedings**

1. Where a Respondent who has been duly served and notified of the petition fails, neglects, refuses or declines, without satisfactory explanation to the

Committee, to respond to the allegations or participate in the proceedings, the Committee may proceed with the consideration of the petition.

2. The failure of a Respondent to appear or participate in any proceedings or hearings shall not alter the obligation of the petitioner to give testimony or produce evidence where necessary in support of the allegations or violations complained of.

### **Rule 23 – Admissibility**

1. A petition referred to the Committee from the House alleging violation of human rights and administrative infractions shall be admissible unless:

- a. Its object in the opinion of the Chairman is inconsistent with the Constitution of the Federal Republic of Nigeria, and other applicable instruments;
- b. It is vague or does not indicate any petitioner or respondent;
- c. The petition is written in a foreign language and the author does not provide a duly certified translation of the relevant contents in English;
- d. It is not submitted through an Honourable Member of the House of Representatives from the constituency of the petitioner;
- e. It is not properly addressed to the House or worded in a disrespectful and indecorous manner;
- f. It does not contain a factual description of the alleged violations, grievance or material allegations within the knowledge of the petitioner;
- g. Does not indicate the relief or remedy sought to be addressed;
- h. It's not signed by at least one petitioner; or
- i. It refers to a matter that is pending before a Court or for which there is a legal remedy.

2. Without prejudice to rules 1 above, the Chairman may make a preliminary determination of the admissibility of a petition.

### **Rule 24 – Matters of Evidence**

1. Upon the admission of a petition, the Committee shall consider it in the light of all the information and evidence submitted by or received from all the parties.
2. In considering petitions, the Committee shall rely on such evidence as may be required to prove the allegations in a credible manner.

3. Such evidence may include written documents or oral testimony, direct or circumstantial, photographs, material evidence, affidavits, electronic information, expert evidence, or such other items of evidence as it may think necessary or desirable or as may be warranted by the nature of the petition or allegations under consideration.
4. The Committee shall have power for the purpose of considering any petition:
  - i) To require evidence to be given on oath and to examine all persons as witnesses whose evidence may be material or relevant to the subject matter;
  - ii) To summon any person in Nigeria to give evidence at any place or to produce any document or other thing in his possession or under his control subject to all just exceptions; and
  - iii) To issue a warrant to compel the attendance of any person who, after having been summoned to attend, fails, refuses, or neglects to do so and does not excuse such failure, refusal, or neglect to the satisfaction of the Committee, and to order him to pay all costs which may have been occasioned in compelling his attendance or by reason of his failure, refusal or neglect to obey the summons, and also to impose such fine as may be prescribed for any failure, refusal or neglect, and any fine so imposed shall be recoverable in the same manner as a fine imposed by a court of law.
5. A summons or warrant issued under this Rule shall be in the form contained in Form 2 and Form 4 in the schedule to these Rules respectively and may be served or executed by any member of the Nigerian Police Force or by any person authorized in that behalf by the Speaker of the House of Representatives, as the case may require.

### **Rule 25 – Investigations**

The Committee is authorized at any time to consider such investigations and studies as it may consider necessary or appropriate in the exercise of its responsibilities under this rule or as it is empowered to do under the Constitution of the Federal Republic of Nigeria, 1999.

### **Rule 26 – List and Distribution of Petitions**

1. The Clerk of the Committee shall prepare for each meeting of the Committee a list of petitions or cases to be considered by the Committee

accompanied by a brief summary of the status of each complaint and cause the list to be distributed to members of the Committee as part of documents for the Committee.

2. For each petition recorded, the Clerk of the Committee shall submit to the Chairman a summary of the relevant information received, which shall be distributed to each Committee members.

### **Rule 27 – Order of Consideration of Petitions**

1. Unless otherwise decided, the Committee shall consider petitions in the order the Clerk of the Committee have received them.
2. The Committee in its discretion may decide to consolidate or decide to consider jointly two or more related petitions.
3. Where two or more related petitions have been consolidated as provided for in sub-rule 2 of this Rule, the Committee may decide to hear one of such petitions as a Test Petition and stay the others to await the decision on the Test Petition, provided that the decision on the Test Petition shall apply to all other petitions with which the Test Petition was consolidated.
4. The Committee may, in its discretion or on the application of any of the parties, grant accelerated consideration of a petition or case.
5. Where the Committee consolidates related petitions, there shall report on each of the petition as if they were not consolidated.

### **Rule 28 – Consideration of Petitions**

1. The Committee may, at any sitting decide to hear or consider or schedule for hearing or consideration such number of petitions as it may determine.
2. Upon consideration of a petition, the Committee in its discretion may decide to:
  - a) Refer the petition to conciliation;
  - b) Refer the petition to an inquiry or public hearing;
  - c) Refer the petition to the National Human Rights Commission or any other such body;
  - d) Require such further evidence or material from such expert or other relevant sources, as it may consider appropriate.
3. Where the Committee refers the consideration of a petition to any of the mechanisms or agencies referred to in sub-rule 2 of this Rule, a report shall be submitted back to the Committee from the referral within such

periods as may be determined by the Committee provided that in the case of the agencies, no such report shall be required.

4. The Committee upon consideration of such report shall take or adopt such decisions or other measures as it is empowered to do under the House Standing Orders.
5. The decision or recommendation by the Committee shall, where necessary, include such an award in terms of remedies, as the Committee considers necessary and justified in the case.
6. Where the Committee makes an award in respect of remedies, its decision shall set out the justification and bases for the award.

### **Rule 29 – Decisions of Committee and Resolution of the House on Petitions**

1. Upon the consideration of a petition submitted to it, the Committee shall report to the House its recommendations on the actions to be taken including such other observations with respect to the petition.
2. The decision or recommendation of the Committee is subject to the resolution or approval of the Committee of the Whole House, which may alter or adopt such decisions or recommendations by voting.
3. Where the Committee of the Whole adopts or approves any orders or awards made as recommendation by the Committee, such orders or awards shall be authenticated under the authority of the Speaker as the resolution and orders of the House and conveyed by the Clerk of the National Assembly.

## **ORDER V - RECORDS AND COPIES OF PROCEEDINGS**

### **Rule 30 – Record of Petitions**

A special record, with a reference or unique number in which shall be entered the date of registration of each petition and of the procedure adopted or authorized as well as evidence and arguments collected and evaluated by the Committee in the consideration of each petition, shall be kept at the Committee's Secretariat.

### **Rule 31 – Copies of Proceedings and Administrative Charges**

1. Parties to a petition or their legal representatives shall, upon request in writing, be supplied with copies of the records of proceedings by the Committee in the consideration of their petitions or cases.
2. An application for records shall be addressed to the Chairman of the Committee.
3. The Clerk of the Committee shall prepare the records and have them certified under the authority of the Chairman.
4. Administrative fees may be charged or paid for the receipt of such compiled records.
5. In his discretion, the Chairman may decline to grant a request for records.



## **ORDER VI – ESTABLISHMENT AND JURISDICTION**

### **Rule 32 – Establishment of Committee**

There shall be a Committee to be known as the Public Petitions Committee consisting of not less than 37 and not more than 40 Members appointed or constituted at the commencement of the life of the House.

### **Rule 33 – Jurisdiction**

The Committee's jurisdiction shall include:

- a. Oversight the Public Complaint Commission;
- b. Annual budget estimates;
- c. Consider the subject matter of all petitions referred to it and shall report from time to time to the House its recommendations on actions to be taken thereon, together with such other observations on the petitions.

## **ORDER VII - COMMITTEE MEETINGS**

### **Rule 34 – Regular Meeting days**

(1) The Committee shall adopt regular meeting days, which shall not be less frequent than monthly for the conduct of its business.

(2) The Committee shall meet, for the consideration of any Bill or resolution pending before the Committee or for the transaction of other Committee business, on all regular meeting days fixed by the Committee.

### **Rule 35 – Additional Meetings**

(1) The Chairman of the Committee may call and convene, as he considers necessary, meetings of the Committee for the consideration of any Bill or resolution pending before the Committee or for the conduct of other Committee business. The Committee shall meet for such purpose pursuant to that call.

(2) Every meeting of the Committee shall be presided over by the Chairman or in his absence, the Deputy Chairman and in his absence; the members present shall elect one of their numbers to preside at the meeting.

### **Rule 36 – Opening Meetings**

Each meeting for the transaction of business shall be open to the public except when the Committee or its Sub-Committee, in open session and with a majority present, determines, by roll call vote that all or part of the remainder of the meeting of that day shall be closed to the public: Provided, however, that no person other than members of the Committee and such National Assembly staff and such departmental representative as they may authorize shall be present at any business which has been closed to the public. This rule does not apply to open Committee hearings, which are provided for by Order III Rule 14(1) of this Rule, or to any meeting that relates solely to internal budget or personal matters.

### **Rule 37 – Attendance at Sessions for Consideration of Cases and Petitions**

The meetings of the Committee during which petitions are examined or other general issues are considered shall have in attendance such persons as the Committee may authorize or permit, including parties, their legal representatives or witnesses.

FORM 1

FIRST SCHEDULE  
HOUSE OF REPRESENTATIVES OF NIGERIA  
PETITION FORM

(First page)

**PETITION TO THE HOUSE OF REPRESENTATIVES IN PLENARY ASSEMBLED**

This petition of \_\_\_\_\_ **identify in general who the petitioner(s) are.**  
e.g – citizens or residents of Nigeria  
- from (name of LGAs) of ..... State

Draw the attention of the House to the following:

THAT, \_\_\_\_\_ **Here, briefly state the subject matter or grievance or material allegations or by summarizing the facts which the petitioner(s) wish the House to consider or address**

THEREFORE,  
Your petitioner(s) \_\_\_\_\_ ask the House to **Here, clearly set out the request or prayer by Stating the remedy or actions the petitioners wish the House to take or reframe from taking**

**Signatures:**  
(Must be signed in your original hand writing)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Addresses:**  
(Provide full home address or place of residence)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Subsequent pages)

THEREFORE,  
Your petitioner(s) \_\_\_\_\_ **Repeat the prayer or request from the first page of the petition**

**Signatures:**  
(Must be signed in your original hand writing)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Addresses:**  
(Provide full home address or place of residence)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FORM 2

HOUSE OF REPRESENTATIVES OF NIGERIA  
COMMITTEE ON PUBLIC PETITIONS  
PETITION NO.....OF 20...

.....} PETITIONER (S)

.....}

AND

.....} RESPONDENT (S)

.....}

SUMMONS FOR PERSONAL ATTENDANCE

(Section 89 (1) (c) of the Constitution of the Federal Republic of Nigeria,  
1999, as amended)

To .....

.....

Whereas the National Assembly House Committee on Public Petitions is  
considering the above petition;

And whereas: your personal attendance is now necessary for the determination  
of the petition:

YOU ARE HEREBY REQUIRED TO PERSONALLY OR (IF APPLICABLE)  
THROUGH YOUR AUTHORIZED REPRESENTATIVE

Appear before the Committee at .....(location)  
on.....(date)

At.....(time) hours in the forenoon, or so soon thereafter as the  
Committee may direct, and provide such information orally or in writing regarding

the petition as the Committee may require you to or which may be in your possession

Particulars of Documents Required:

.....  
.....  
.....

ISSUED UNDER MY HAND THIS .....DAY OF .....20..

.....

CHAIRMAN

For THE NATIONAL ASSEMBLY HOUSE COMMITTEE ON PUBLIC  
PETITIONS

FORM 3

HOUSE OF REPRESENTATIVES OF NIGERIA  
COMMITTEE ON PUBLIC PETITIONS

PETITION NO.....OF 20...

.....} PETITIONER(S)

.....}

AND

.....} RESPONDENT(S)

.....}

SUMMONS FOR PRODUCTION OF DOCUMENTS

(Section 89 (1) (c) of the Constitution of the Federal Republic of Nigeria,  
1999, as amended)

To .....

.....

Whereas the National Assembly House Committee on Public Petitions is  
considering the above petition;

And whereas: your production of documents or information within your  
possession, custody or knowledge is now necessary for the determination of the  
petition;

YOU ARE HEREBY REQUIRED TO PERSONALLY OR (IF APPLICABLE)  
THROUGH YOUR AUTHORIZED REPRESENTATIVE

Cause to be produced to this Committee at .....(location)  
on.....(date)

At.....(time) hours in the forenoon, or within ..... Days from your receipt of this summons, all such documents and/or information as are material to the petition, and specifically all documents as hereunder listed or as indicated in the schedule attached hereto.

Documents Required:

.....  
.....  
.....

ISSUED UNDER MY HAND THIS .....DAY OF .....20..

.....

CHAIRMAN

For THE NATIONAL ASSEMBLY HOUSE COMMITTEE ON PUBLIC  
PETITIONS

HOUSE OF REPRESENTATIVES OF NIGERIA  
COMMITTEE ON PUBLIC PETITIONS  
PETITION NO.....OF 20...

.....} PETITIONER(S)

.....}

AND

.....} RESPONDENT(S)

.....}

WARRANT TO COMPEL ATTENDANCE

(Section 89 (1) (d) & (2) of the Constitution of the Federal Republic of Nigeria, 1999, as amended)

To THE COMMISSIONER OF POLICE

.....  
.....

Whereas the National Assembly House Committee on Public Petitions is considering the above petition;

And whereas, for the determination of the above petition, the House of Representatives Committee on Public Petitions has sought and summoned the presence and attendance of ..... (name) of ..... (address) on ..... (date) summoned at ..... (venue) of summons;



And whereas, the within named person who was summoned by the Committee to appear before it has failed, neglected or refused to do so without satisfactory reasons or explanation;

Now therefore, this warrant commands you to locate and arrest the within-named person in order to produce him/her before the Committee at ..... (venue) on ..... (date) ..... hours in the forenoon or so soon thereafter as the Committee may direct.

ADDITIONAL PARTICULARS OF PERSON(S) SOUGHT BY THE COMMITTEE

.....  
.....  
.....

ISSUED UNDER MY HAND THIS ..... DAY OF ..... 20 .....

.....

CHAIRMAN

For THE NATIONAL ASSEMBLY HOUSE COMMITTEE ON PUBLIC PETITIONS

HOUSE OF REPRESENTATIVES OF NIGERIA  
COMMITTEE ON PUBLIC PETITIONS

PETITION NO.....OF 20...

.....} PETITIONER(S)

.....}

AND

.....} RESPONDENT(S)

.....}

HEARING NOTICE

To.....

.....

Whereas the above named petition is now pending before this Committee and the particulars of the petition aforesaid are already within your knowledge,

And whereas, the petition has been assigned to be heard by the Committee for determination;

YOU ARE HEREBY required to appear in person or through a legal practitioner of your choice or other authorized representative before this Committee on ..... day of ..... 20 ..... at ..... hours in the forenoon or so soon thereafter as the Committee shall direct at ..... (venue) ..... for the hearing and consideration of this petition and to bring your witnesses with you.

AND FURTHER TAKE NOTICE that if you or your legal practitioner or authorized representative do not attend the hearing as required, the case may be heard or determined in your absence.

Issued this ..... Day of ..... 20 .....

.....

COMMITTEE CHAIRMAN

For THE NATIONAL ASSEMBLY HOUSE COMMITTEE ON PUBLIC  
PETITIONS