

**GUIDELINES FOR REGISTRATION AS ENVIRONMENTAL CONSULTANT WITH
OGUN STATE MINISTRY OF ENVIRONMENT**

- a) Official application letter addressed to the Honourable Commissioner;
- b) Certificate of incorporation with Corporate Affairs Commission;
- c) Evidence of payment of One hundred thousand naira (₦100,000) for Registration/Renewal;
- d) Three (3) years evidence of tax clearance;
- e) Brief introduction of the company
- f) Company management structure
- g) Profile of management team
- h) Profile of operation staff and personnel
- i) Core activities or areas of operations
- j) Evidence of partnership agreement or retainership with experts (individual or organisation) in field outside the core competence of the firm`s management or personnel
- k) Evidence of ownership of functional laboratory, instruments and equipment (in-situ and or laboratory desktops)-or provide evidence of retainership agreement with third party laboratory
- l) Briefs on most jobs executed
- m) Evidence of training and capacity building re-education attended and or organised
- n) Evidence of membership of professional bodies (either at individual and or corporate levels)
- o) Existing environmental consultancy retainership agreement with industrial or similar facilities in Ogun state; or elsewhere

For further enquiries;

M. J. Adejobi

DPRS

08035241592