

The background of the slide features a composite image. On the left, a woman with a headscarf and a small dog are visible. On the right, a hand is holding a smartphone. The entire image is overlaid with a dark blue, semi-transparent filter. A solid orange rectangle is positioned on the far left, partially behind the title text.

# Active Citizen Curriculum

 Civichive

Luminate

# About Civic Hive

Civichive was established in 2017 as the innovation hub of BudgIT with the goal of developing new civic tech leaders and also creating an innovative virtual and physical space for partnerships and to support new civic tech organisations in Nigeria. In order to meaningfully impact the Nigerian civic tech space, Civichive also aims to strengthen the capacity of already-existing NGOs.

Our overarching goal is to stimulate citizens' interests around public data and hence trigger discussions towards better governance. We are committed to the principles of open data & governance, citizen participation, and data transparency.

**Lead Partner:** Oluseun Onigbinde

**Research Team:** Temidayo Musa, Afolabi Oluwaseun

**Creative Development:** Ola Ogunyemi

**Contact:** [info@civichive.org](mailto:info@civichive.org) (+234) 810 130 2285

**Address:** 2nd floor, 42, Montgomery Road, Yaba, Lagos, Nigeria. © 2022

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# Citizenship

## Who is a Citizen?

A citizen is a person who belongs to a nation and has rights because they were born there or because those rights were bestowed upon them.

## How can I be a citizen?

Different countries have different legal requirements through which one can be a citizen of their country. As citizens, you are expected to obey the country's laws. In Nigeria, the Constitution of the Federal Republic of Nigeria 1999, as amended, provides for three means of obtaining Nigerian citizenship. You can be a citizen;



### *By Birth,*

According to Section 25 of the Nigerian Constitution. People eligible for citizenship under this category are:

- every person born in Nigeria before the date of independence, either of whose parents or any of whose grandparents belong or belonged to a community indigenous to Nigeria
- every person born in Nigeria after the date of independence, either of whose parents or any of whose grandparents is a citizen of Nigeria; and
- every person born outside Nigeria whose parents are Nigerian citizens is a citizen of Nigeria.







### ***By Registration or Marriage.***

According to section 26, the categories of people covered under this provision are as follows,

- any woman who is or has been married to a citizen of Nigeria; or
- every person of full age and capacity born outside Nigeria, any of whose grandparents is a citizen of Nigeria.

Additionally, a person who falls within the stipulations of Section 28 (2) of the Constitution may be registered as a citizen of Nigeria if the President is satisfied that:

- He is a person of good character;
- He has shown a clear intention of his desire to be domiciled in Nigeria; and
- He has taken the Oath of Allegiance prescribed in the Seventh Schedule to the Constitution.



#### **Do You Know:**

The Constitution did not state any citizenship provision for a man who is married to a woman from Nigeria.



### ***By Naturalisation,***

According to Section 27 (2) of the Constitution, people falling under this category may apply to the President for the grant of a certificate of naturalisation. Such persons must satisfy the President that -

- (a) He is a person of full age and capacity;
- (b) He is a person of good character;



- (c) He has shown a clear intention of his desire to be domiciled in Nigeria;
- (d) He is, in the opinion of the Governor of the State where he is or he proposes to be resident, acceptable to the local community in which he is to live permanently, and has been assimilated into the way of life of Nigerians in that part of the Federation;
- (e) He is a person who has made or is capable of making useful contributions to the advancement; progress and well-being of Nigeria;
- (f) He has taken the Oath of Allegiance prescribed in the Seventh Schedule to this Constitution; and
- (g) He has, immediately preceding the date of his application, either- Has resided in Nigeria for a continuous period of fifteen years; or Resided in Nigeria continuously for a period of twelve months, and during the period of twenty years immediately preceding that period of twelve months has resided in Nigeria for periods amounting in the aggregate to not less than fifteen years.





# Civic Responsibility & Rights of Citizens

Civic responsibility is the active participation in the public life of a community in an informed, committed, and constructive manner with a focus on the common good and the development of society.

The rights of a citizen are those claims and privileges recognized, enforced, and protected by the state. These claims are not rights until they are permitted by the law. Citizens are meant to enjoy these rights in order to live a useful, active, and balanced life in society.

The state is composed of both leaders and followers, and it is the responsibility of all citizens to keep it running. We all have a moral obligation to act in line with the set rules and regulations that govern a place, be it the community, council, or state.



## **Do You Know:**

Without citizens taking action, corruption and passivity would continue to flourish. Therefore, citizens need to be enablers who are prepared to work for the betterment of society.



# What are my rights and civic duties?

S/NO	Citizens' Rights	Citizens' Duties
1	Life and property are protected by the law.	To be law-abiding.
2	It is a citizen's right to enjoy social services.	Paying taxes for the provision of amenities when they are due.
3	A citizen has the right to own property.	It is the responsibility of every citizen to refrain from damaging public property.
4	A citizen has the right to live in a secure and peaceful environment.	A citizen has a responsibility to assist the police by providing them with information that will reveal criminals.
5	A citizen has the right to vote and be voted for.	Citizens have a responsibility to vote and support the government in power.
6	A citizen has the right to employment and compensation.	The citizens have a responsibility to work hard and honestly for the advancement and development of the state.



# Who are public officers and how are they elected?

Those who have been duly elected or appointed to public office and perform governmental duties are known as public officers. These include members of the state and federal Houses of Assembly, governors, senators, and the President of Nigeria. They are chosen by our votes to represent us and uphold the common good.

## How are they elected?

The Independent National Elections Commission (INEC) is the body mandated by the Constitution to oversee and conduct elections for the offices of President, Vice-President, Senators, Representatives, Governors, Deputy Governors, and members of the States Houses of Assembly in Nigeria.

The candidate running for president will be declared the victor after the election if s/he receives the most votes cast and not less than one-quarter of all votes cast in each of at least two-thirds of the States of the Federation and the FCT Abuja.

Additionally, a candidate for governor must receive at least one-quarter of the votes cast in each of at least two thirds of the local government areas in the state in addition to receiving the most votes to be considered the winner.





## Who is an Active Citizen?

Is a person who actively takes responsibility and initiative in areas of public concern such as governance, crime prevention, accountability and public life of a community in an informed, committed, and constructive manner.

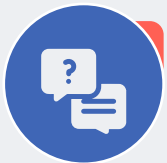


# How to be an Active Citizen



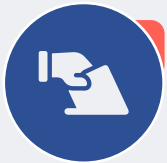
## 1. Pay your Tax

This is a percentage paid to the government that is used to provide social amenities and many other needs in our community. Every employed citizen must ensure they pay their tax.



## 2. Ask Questions

Learning is our job, and the nation will benefit if we, as citizens, take advantage of every chance to participate in civic activities in our neighborhoods. We must ask questions and share the responses in order to avoid being illiterate citizens, since doing so will help us determine the required steps we must take both individually and as a group.



## 3. Register to Vote

Every individual in Nigeria has the right to vote at age 18. To ensure your representation in government, you must fulfill your civic duty; doing so is always in the interest of society at large.



## 4. Respect the Constitution and obey all local, state, and federal laws:

The Constitution is a nation's most essential document, and its residents should be prepared to uphold its laws without reservation. There is a proverb that goes, "Where there is no law, there is no sin." It indicates that for a state to avoid continuing to be in a state of chaos, there must be rules directing both the people and the government.

As citizens, it is our responsibility to abide by the law; otherwise, we would have engaged in an act of civil disobedience or broken the law. Civil disobedience is never violent, unlike crime, which frequently involves violence in both the act and the method of the deed.



# How to be an Active Citizen



## 5. Know your rights and protect that of others:

The Constitution is a binding legal document that must be followed. Every citizen needs to be aware of their rights and be prepared to use the hashtag #AskQuestions when those rights are violated. We must learn to respect and stand up for one another, especially when it comes to our liberties and rights. When we treat our fellow people with respect, it demonstrates our oneness. Additionally, it aids in upholding law and order, and it is only through our collective efforts as citizens that we can demand from our government the benefits of democracy.



## 6. Know and Engage with your Representatives:

Whoever the citizenry elects to represent them in the National Assembly, they should take an interest in them. Legislators, whether they are Senators in the Upper House or Representatives in the Lower House, and should be contacted by the public. Request quarterly town hall meetings with your representatives to talk about potential legislation or to suggest local projects. There are 360 Honourables, also known as Representatives, who represent the 360 Federal Constituencies, in addition to the 109 Senators who represent the Senatorial Districts. Start recognizing which ones are your own, and start communicating with them frequently.



## 7. Participate in your Local Community:

We must recognise as citizens that society is what we refer to as our country as a whole, just as a family makes up a community. We must realise that our willingness to participate as active citizens determines how enthusiastically we engage in our local communities. If we want to see the changes we are demanding as citizens, we must all engage in what is happening in our areas, whether it be through street cleaning, recreational activities, awareness drives, or volunteering.





# How to Choose a Political Leader

As election season approaches, many politicians will come around canvassing for your support. This is due to the fact that they are aware that every vote matters and that candidates will use a variety of platforms to entice you to support them. You will see them everywhere, including your mobile devices, televisions, billboards, and places of worship. Additionally, they will begin engaging in behaviors they typically avoid prior to election season, such as dining in public places with regular folks and using public transportation with them.

Most times, it might be challenging to identify the ideal candidate given several factors, and you might wonder, "How do I determine the best candidate?" The steps in the list below will assist you in selecting the best candidate to cast your vote for.

## 1 DECIDE WHICH ISSUES ARE MOST IMPORTANT TO YOU

Always keep in mind that elected representatives are there to speak for you. The problems that you want the representatives to focus on when they take office should be identified and ensure they align with the candidate's manifesto.



## 2 KNOW THE CONTESTANTS

To make an informed choice for a given elective position, it is critical to be aware of all the candidates for the position. This will help you understand the strengths and consider the weaknesses of all candidates before choosing the candidate that aligns with your objectives based on their manifestos and other criteria



## 3 MAKE INDEPENDENT RESEARCH

Do not vote for a candidate because someone told you to. Investigate what they claimed to desire to offer for you and others. Understand what they're talking about and what the evidence reveals about them. More importantly, find out more about their educational background and whether they have any criminal history or corruption records. If they have held elective posts in the past, consider how their tenure was and whether they provided good service to the community.



## 4 AVOID PERSONAL BIAS

It is conceivable that, as humans, our prejudices influence the decisions we make. Do not let links to the candidates, shared ethnicity, or religion affect your choice of who to vote for. Vote based on their abilities, skills, knowledge, experience, and intellectual capacity. Don't let your prejudices influence you. Make your choice based on the person you believe to be capable, responsible, and willing to put the country first.



## 5 GO OUT AND VOTE ON ELECTION DAY

Keep in mind that the quest for the ideal candidate doesn't end with your research. The candidate receiving the most votes will be declared the winner of an election since elections are about numbers. Once you have decided who you think is the best candidate for the job, make sure you cast your vote for the candidate. Only then will they have a chance of winning the election.



# Elections

Elections are a vital component of every democracy and must be held in a free and fair manner. The ideal situation would be to elect new leaders who would uphold the law and the wishes of the populace. After a number of military dictatorships, Nigeria has been governed democratically since 1999. Wider political representation is possible in a healthy democracy, and citizens must take action to guarantee that inclusion never declines.

## The Value of Votes

Each voter needs to understand that their vote is not a gift that should be distributed, a commodity that should be bought, or a freebie that should be used sparingly. Voting is a fundamental human right, and you are free to choose without being forced to support anyone.

1. Voting is your endorsement of an elective candidate for an office who you feel will best serve your interests.
2. Every adult who participates in the voting process needs to be aware that their vote today is a seed they are planting for their future and the future of their children.
3. Do not exchange your vote for money or vote for the wrong candidate because your vote is just as vital as your life.
4. Your vote is unrelated to your race, religion, ethnicity, or native tongue. It's crucial to take none of these factors into account while casting your vote. Only consider each candidate's personality and demonstrated leadership skills when casting your vote.
5. Your vote is a tool of judgement as well; you can choose not to cast it in favour of a public figure if they have demonstrated poor performance or inefficiency.

# Values to Vote for

1. Nigerians go to the voting booth every four years to cast their ballots and elect public officials for a range of political posts. The voting population of Nigeria must increase their understanding of the principles of good governance as the country advances on its democratic path.
2. Voting for values starts with you. Your choice of how and who to vote for will depend on how much value you place on your vote.
3. Voting for certain principles has nothing to do with one's religion, nationality, tribe, economic standing, or language. Your decision to vote for a certain politician is entirely based on your personal beliefs about how well they will represent your interests and those of your children's future.
4. Accountability values are essential; you should seek candidates that demonstrate a feeling of duty toward their families, social moral norms, as well as their professional or corporate credentials. A man or woman who does not appreciate family values would probably not value the obligations that come with public service. It's also crucial to research and be aware of the candidate's past performance—before casting your vote.
5. Accountability values are essential; you should seek for applicants that demonstrate a feeling of duty toward their families, social moral norms, as well as their professional or corporate credentials. A man or woman who does not appreciate family values would probably not value the obligations that come with public service. It's also crucial to research and be aware of the candidate's past performance—whether it was positive or negative—before casting your vote.





# Values to Vote for

6. Keep an eye out for the backgrounds and qualifications of candidates for public office. It is unlikely that your interests will be protected if they are handled by people who lack morality, corrupts, or lack empathy.
7. Often, you will be able to discern the values to vote for, from the manifestos of the candidates. Candidates that are prone to offering quick-fix support, or ad-hoc bribes (locally called stomach infrastructure) as elections approach, will not have lasting benefit for your future. This is because their focus is on what they can give you now, just to secure those votes. Look out for candidates that have realistic, long-term plans and show these clearly, during campaigns. For those candidates seeking re-election, the best measurement of their capabilities is their past record. Ask yourself "would my life be better if this person did exactly what they have done in the past four years?"
8. You may frequently infer the values to support when reading the manifestos of the candidates. Your future will not be benefited by candidates who are prone to providing temporary assistance or ad hoc bribes (known locally as stomach infrastructure) when elections get closer. This is because they are only concerned with what they can offer you right away in order to win your support. Keep an eye out for politicians who, while running for office, clearly demonstrate that they have genuine short and long-term goals. The best indicator of a candidate's ability for those running for reelection is their track record. Would my life be better if the candidate administered the state the same way he/she managed it in the last four-year?





# How To Vote

Voting on election day is one of the traits of a #ActiveCitizen. Keep in mind that only individuals who registered and obtained their Permanent Voters Card (PVC) are eligible to vote. The PVC is the only acceptable identification for voting in an election. In addition, your name must be on the voter's register list in the polling unit you're to cast your vote to be eligible.

Polling units will be open for registration and voting from 8:00 am to 2:00 pm on each election day. However, if you are in line before the polls close at 2:00 pm, you will also be allowed to cast a ballot.



# Voting Process

At each polling unit, voting will be as follows:

1



At the polling unit, join the queue. An INEC official will check if you are at the correct polling unit and confirm that the PVC presented belongs to you.

3



An INEC official will ask for your PVC and confirm you are listed in the Voters Register. Your name will be ticked and your finger will be inked to confirm you have voted. If your name is not found you cannot vote.

5



Stain your finger with the ink given and mark the box for your preferred candidate /party. Roll the ballot paper in the manner you were given and flatten it.

7



Leave the Polling Unit or wait if you so choose, in an orderly and peaceful manner, to watch the process up to declaration of result.

2



An INEC official will confirm if your PVC is genuine using the card reader. You will be asked to place your finger on the card reader.

4



The Presiding officer will stamp, sign and endorse your ballot paper. You will be given the ballot paper rolled with the printed side inwards and directed to the voting cubicle.

6



Leave the voting cubicle and drop the ballot paper in the ballot box in full view of people at the Polling Unit.

## N.B:

The result of each Polling Unit shall be pasted at the unit for everyone to see.

## Your right as a voter:

As a voter, on election day, you have the right to;

**01**

Access the  
polling station

**02**

Receive information on  
the voting procedures  
from the poll officials

**03**

Vote in secret.

## Voters Responsibilities:

As a voter, on election day, you have the right to;

**01**

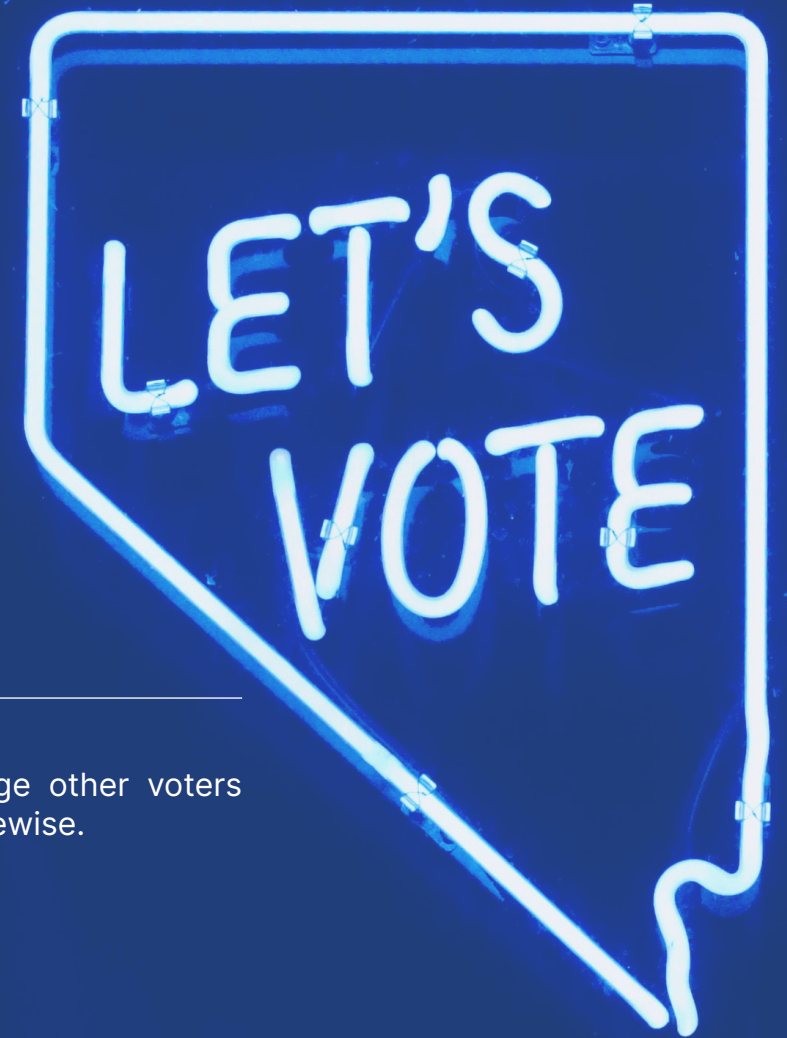
Obey all lawful instructions  
from the INEC and Security  
Officials on election duty.

**02**

Leave the polling unit or wait  
if you so choose in an orderly  
and peaceful manner.

**03**

Encourage other voters  
to do likewise.



# How can I hold elected officials accountable?

Our engagement with elected authorities continues long after election day. At this time, we begin the second part of our civic duty by collaborating with them to make sure they fulfil all of their campaign commitments.

Below are ways on how to hold your elected officials accountable.

## 1. Using the Freedom of Information Act

Public information can now be accessed by citizens thanks to the Freedom of Information Act (FOI Act). This includes data from departments, agencies, and ministries within the government. Normally, the Act empowers citizens by giving them the authority to examine any government agency's operations, finances, and information that ought to be made public.

In addition, citizens must send a letter seeking the information they are interested in in order to make use of the Act. Then, public entities must supply the requested information within the time frame and adhere to the request's terms

## 2. Social Media

You can communicate with your elected representative on social media if you are unimpressed with the work they are performing. It's crucial to note their verified and authentic handle when doing this. Post your worries on social media and watch them gather traction. Always share trustworthy, verifiable, and dependable information. Additionally, remember to spread the good news if you approve of the work your elected figure is doing.

## 3. Protest

If you don't like what your elected officials are doing, you have the power to demand that they change their ways. By protesting and making your voice heard, you might demonstrate to them that you genuinely care about a problem in your neighbourhood. It has become simpler to organise and amplify causes because of social media. When protests and marches start, it will be difficult for elected leaders to ignore.

## 4. Follow them and Keep up with their work

Even if it may seem far off, it's a good idea to monitor how effectively your elected officials adhered to their campaign promises. To keep up with projects and how they are using public money, make sure you follow them on social media, be familiar with their constituency office, attend town hall meetings, and sign up on websites like tracka.ng.




# How to write a freedom of information request

1. Know the exact information you wish to obtain.
2. Identify the appropriate ministry/department/agency in charge.
3. Put the recipient's address, and a reference number to track the letter and the date.
4. Address the letter to the relevant officer in charge or the FOI officer.
5. Use 'Freedom of Information Request for details of ---' as the subject of the request. This is to differentiate it from a regular letter.
6. Request for the information you want, in accordance with the Freedom of Information Act.
7. Sign the letter and deliver to the recipient address.
8. Ensure the FOI request is accompanied with a photocopy for recipients' acknowledgement i.e for their signature.


The FOI Act gives seven days (7 days) for public agencies to respond to Freedom of Information requests made by the public. Should the agency refuse to respond after the stipulated seven days, the enquirer can decide to send a reminder to the agency citing the initial letter (using a reference number). If this reminder letter is unanswered, the enquirer is powered by the FOI Act to sue the public agency to court.

It is advisable that the enquirer notifies the FOI Desk at the Ministry of Justice, because this ministry coordinates, supervises and enforces compliance by public agencies, to the Freedom of Information Act.

Personal, Professional, Protective Policing



## FREEDOM OF INFORMATION REQUEST



**Request Number:** F-2013-05535

**Keyword:** Road Policing

**Subject:** Fixed Penalties Issued for Careless Driving

**Request and Answer:**

**Question 1**  
This is a request under the Freedom of Information Act regarding the issuing of new fixed penalty offences for careless driving offences. Please provide details of the number of fixed penalty notices for careless driving that have been issued since their introduction on August 16 2013 to Friday November 15 2013, later this week.

**Question 2**  
Please break this overall figure down by penalty code, detailing how many notices have been issued per code.

**Question 3**  
If feasible within FOI cost limits, please break down the overall figure by offence observed, for example, driving too closely behind another driver, remaining in an overtaking lane unnecessarily or using the incorrect lane at roundabouts.

**Answer**  
Searches were conducted however these searches failed to locate any records or documents relevant to your request based on the information you have provided. The Fixed Penalty offence referred to has been introduced in GB mainland only. There is no equivalent offence in Northern Ireland, nor any plans to introduce in the foreseeable future. Accordingly, I have determined that the Police Service of Northern Ireland does not hold the information to which you seek access.

If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible or in any case within two months of the date of issue of this letter. In the event that you require a review to be undertaken, you can do so by writing to the Head of Freedom of Information, PSNI Headquarters, 65 Knock Road, Belfast, BT5 6LE or by emailing [foi@psni.pnn.police.uk](mailto:foi@psni.pnn.police.uk).

If following an internal review, carried out by an independent decision maker, you were to remain dissatisfied in any way with the handling of the request you may make a complaint, under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the PSNI has complied with the terms of the Freedom of Information Act. You

# Tools for Accountability

As an #ActiveCitizen, information is power. With these tools you can articulate your demands and hold your elected officials accountable. The following are some tools for effective engagement with your elected officials.



**Project Tracking: Tracka**  
([www.tracka.ng](http://www.tracka.ng))

Tracka is a community of active citizens tracking the implementation of government projects in their community to ensure service delivery.



**Government Budgets: BudgIT**  
([www.yourbudgit.com](http://www.yourbudgit.com))

BudgIT is a civic organisation that applies technology to intersect citizen engagement with institutional improvement, to facilitate societal change.



**Access to Legislature Information: Shine Your Eye** ([www.shineyoureye.org](http://www.shineyoureye.org))

Shine Your Eye is an SMS and web platform that facilitates engagement with National Assembly members and other elected officials



**Know your constituency projects: BudgIT** ([www.yourbudgit.com](http://www.yourbudgit.com))

The me@yourbudgit platform gives you access to Federal, States and Local Governments allocation and spending in one portal which is tailored to your preference. You can login @me.yourbudgit.com to create your account.



**Civic Innovation: Civic Hive**  
([www.civichive.org](http://www.civichive.org))

Civic Hive is a Social Incubation Hub in Lagos, with the sole aim to accelerate anyone who has a passion and a plan to create a solution to social problems.



**GovSpend**  
([www.govspend.ng](http://www.govspend.ng))

govspend.ng gives citizens access to information on companies linked to public contractors and amount paid to MDAs. They can also demand transparency and accountability from the government on loopholes in public spending.



[www.civichive.org](http://www.civichive.org)



[info@civichive.org](mailto:info@civichive.org)



(+234) 810 130 2285



CivicHive



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2nd floor, 42, Montgomery Road, Yaba, Lagos, Nigeria.