NIGERIAN CONTENT DEVELOPMENT AND MONITORING BOARD

GUIDELINE ON USE OF NOGIC JQS API

REV	DATE	REASON FOR ISSUE	PREPARED	REVIEWED	RECOMMENDED	VETED BY	APPROVED
01	25/6/2020	Guidance & Compliance	PPD	Manager PPD	Director PRS	Ag. Director Legal Services	Executive Secretary
			J.C.M				

NCDMB HQ

Glass House

Isaac Boro Expressway

Opolo, Yenagoa

Bayelsa State

Document No.:

1.0   INTRODUCTION

The NOGIC JQS API Guideline is a process manual for external stakeholders to have access to the NOGIC JQS API Developer and Portal. For such access to be granted, the stakeholder has conditions before making such application for a seamless interface.

The Application programming Interface (API) management serves as a warehouse for all the NOGIC JQS API's and it gives NCDMB control and visibility into its API ecosystem, allowing for better management of API security, sets Pan rates, efficiency and effective performance amongst others.

2.0   OBJECTIVE

The objective of this Guideline is limitless but for the purpose of this Guideline, we shall limit ourselves to what the external stakeholders stand to benefit. External stakeholders for this purpose will have a seamless and unhindered access to utilize available API's on the NOGIC JQS portal for data access, information sharing and verification of certificates on the portal provided they have followed the process and got approval from the Directorate for Planning, Research and Statistics.

2.1   DEFINITIONS

- Act — Nigerian Oil and Gas Industry Content Development Act
- NCDMB — Nigerian Content Development & Monitoring Board (The Board)
- ES — Executive Secretary
- NOGIC JQS API — Nigerian Oil and Gas Industry Joint Qualification System Application Programming Interface
- API — Application Programming Interface
- PRS — Planning, Research and Statistics Directorate
- External Stakeholder — Agency/parastatal authorized to make an application for access to the NOGIC JQS API Portal
- Administrator — NOGIC JQS Supervisor responsible for granting access to the NOGIC JQS Portal.

3.0   NOGIC JQS API PROCESS

It is important to state that before any external stakeholder makes an application to NCDMB to consume such API's, the agency must have a functional Web Portal/Website which will be used to connect and consume the API's on the portal. The details of such

Website must be included in the letter/application to the Executive Secretary of NCDMB.

3.1   PROCESS MANUAL

STEP 1

A letter of intent by the external stakeholder should be addressed and sent to The Executive Secretary stating the kind of information required to be accessed on the NOGIC JQS API portal. This is an expression of interest to engage NCDMB on the need to have access to available information on the portal.

STEP 2

The ES will minute down the letter to PRS and will be acted upon by the Director who is the head of the Directorate in-charge of the NOGIC JQS. After a proper evaluation, the Director based on information supplied in the application takes a decision.

The Director will then decide to grant or reject the application, and then minutes it down to the Administrator of the Portal, who is the technical supervisor in charge to give access to external stakeholders or agencies and support them on all technical challenges relating thereto.

STEP 3

Based on the Director's approval, the administrator reviews the application and reverts to the external stakeholder or agency with the NOGIC API link and also indicates the right API's the agency will need based on their request.

This will be communicated via shared link and the external stakeholder/agency will be able to view all the available API's on the NOGIC JQS API portal.

STEP 4

The external stakeholder /agency proceeds to sign up on the NOGIC JQS API portal and apply for the exact API's as communicated to by the administrator. The API request will go through an approval process by the NCDMB administrator who will evaluate the application and act accordingly. However, in event of a refusal of the application the administrator will advise the stakeholder/agency appropriately.

STEP 5

Based on the administrator's advice and subsequent re-direction, the administrator further evaluates and approves it, if it is in line with the Director's remarks/ approval.

STEP 6

Unlimited access is then given to the external stakeholder/agency to consume the approved API's on the NOGIC JQS API portal. Though access may be given to the Agency, the usage is being monitored by the administrator to check for compliance.

4.0   ACCESS REQUIREMENT

For any external stakeholder request to be considered to have access to the NOGIC JQS API portal, following conditions must be obtained:

- Letter addressed to the Executive Secretary
- Contact information
- Portal Link
- Portals administrators' details
- Any other information as may be required by the portal administrator

5.0   MONITORING/EVALUATION

It is the responsibility of the NCDMB to monitor what the external stakeholders consume. In the application/request, information as to what the stakeholder wants from the portal is stated and it is the responsibility of NCDMB through the API administrator to continually monitor what the applicants are doing on the portal.

The administrator is to evaluate the efficiency and effectiveness of the interface based on firsthand knowledge with users feedback.

In event of non-compliance from users of the portal, NCDMB could come up with punishment in form of blacklist or suspension as will be prescribed by Management.

5.1   GENERAL DISCLAIMER/ PRIVACY POLICY

- The information, data designs, graphics, compilations, magnetic translation, digital conversion and others matter published in the NOGIC JQS API portal including any attachments are strictly confidential.
- The Board is committed to protecting the privacy of its portal users and preventing unauthorized use of information submitted to it
- The Board does not authorize any person to sell, trade, rent and otherwise distribute any submitted information to others

6.0   REVIEW

Reviews are important as technology evolves and the dynamism in the Oil and Gas industry keeps changing. Such reviews will be communicated to all stakeholders.