

Case Study

FEDERAL EXECUTIVE COUNCIL

Integration of CABOLO®
Technologies in Federal
Executive Council Proceedings at
Nigeria's Presidential Villa

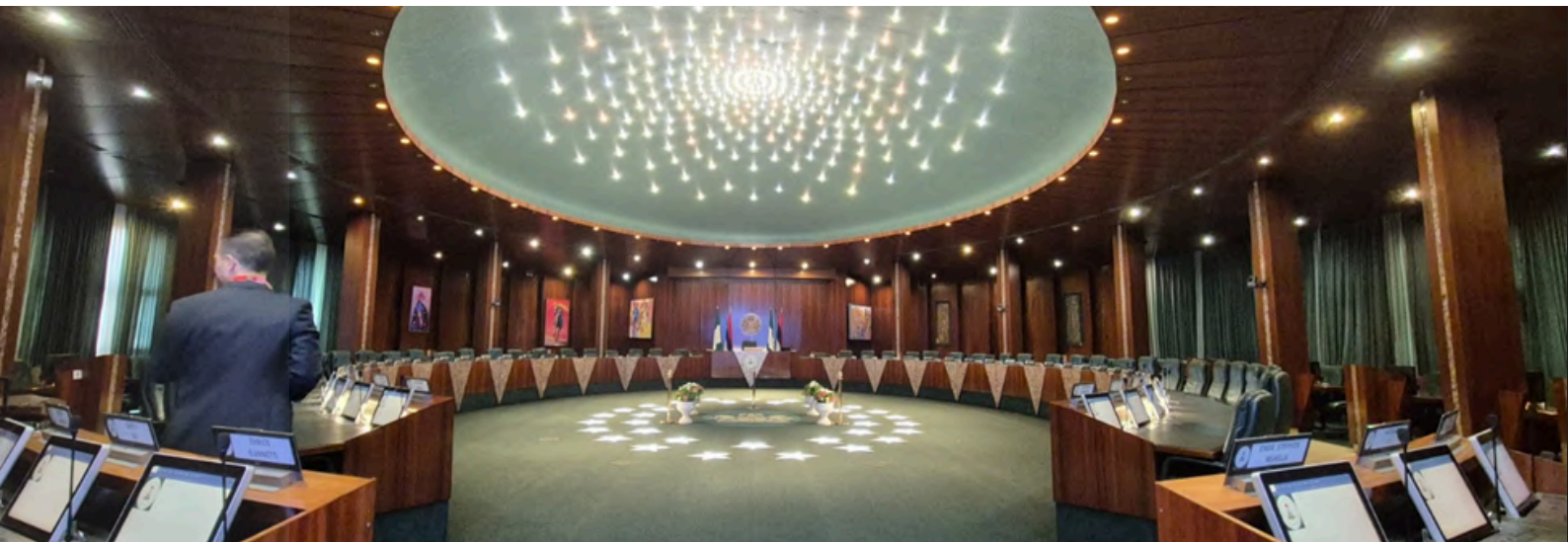
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Introduction



The Federal Executive Council (FEC) Chambers in Nigeria's Presidential Villa, Aso Rock Abuja, serves as a hub for high-level decision-making and policy formulation and plays a central role in Nigeria's governance. The Cabinet Affairs Office (CAO), in the Office of the Secretary to the Government of the Federation (OSGF), has the responsibility for providing administrative and technical support to the three statutory Councils (the Federal Executive Council, the Council of State and the Nigeria Police Council) presided over by the President of the Federal Republic of Nigeria and the Committees that evolve from these Councils.

Project Background

Recently, CABOLO®, in collaboration with its certified partner OGWEPA, revolutionised the documentation and reporting of high-level decision-making and policy formulation meetings. By providing a secure, offline solution for real-time recording, transcription, and archiving, the partnership has significantly enhanced the efficiency and security of these critical proceedings.

This project represents a milestone achievement in the region, made possible by the successful collaboration between CABOLO® and OGWEPA, introducing state-of-the-art technologies to the country.



Unique Aspects of the Project

The Challenge of Note-Taking and Reporting in the Cabinet Affairs Office, OSGF in Nigeria

Before CABOLO® solution was implemented, transcribing, and reporting council meetings was often a slow and arduous process. The Cabinet Affairs Office relied on manual transcription, which was prone to errors and delays, causing editors to stay up to midnight to finish preparing official minutes and summaries. Additionally, access to these minutes and summaries by Council members was often delayed and disputed due to accuracy.

On-demand Reporting Activities Becoming Cumbersome

Without live transcriptions it was difficult to access accurate meeting reports, which are essential for the statutory functions of the Cabinet Secretariat, OSGF. These transcripts serve as critical records for tracking decisions, actions, and deliberations undertaken during Council meetings.

CABOLO® Technology:

A Ground-breaking Approach

CABOLO® technology is designed to tackle these pressing challenges. Using cutting-edge speech recognition technology and power of ethical, offline, and secure artificial intelligence, CABOLO® has developed a robust, offline solution capable of:

1. Real-Time Recording and Transcription

The solution offers live recording and transcription of Council meetings as they happen. Using highly accurate speech recognition technology, the solution transcribes every word spoken by Cabinet members in real-time, recognising different speakers and assigning them. This automated verbatim process eliminates the need for manual note-taking and reduces the potential for errors, ensuring that discussions are available almost immediately after they conclude meetings.

Crucially, the solution operates completely offline, ensuring no data is transmitted over the internet during the sessions, which guarantees full security and privacy for sensitive Council discussions. This feature makes the solution ideal for the restricted nature of all Council proceedings.

CABOLO® Technology:

A Ground-breaking Approach

2. Archiving and Easy Retrieval

CABOLO® also includes a comprehensive archiving system that securely stores all transcripts and audio-visual records of Council discussions. These records are organised and indexed for easy search and retrieval. The offline nature of the solution ensures that sensitive data is protected from cyber threats or external breaches. Archived records can be accessed by cabinet officials without compromising security. This marks a significant improvement over previous methods of storing Council records, which were often difficult to access and prone to degradation over time.

3. Real-Time Editing and Reporting

A key feature of the CABOLO® solution is its advanced editing and reporting capabilities. Editors or secretaries can refine transcriptions to ensure accuracy, with the CABOLO® Syncrodock plug-in enabling seamless synchronisation of audio and text in MS Word. This allows for swift review and real-time revisions.

Once finalised, edited transcripts can be promptly shared with council members, facilitating efficient decision-making and enhancing productivity in state affairs.

A Warm Welcome from the Cabinet Affairs Office

At the recent launch of CABOLO® technology adoption in Abuja, Dr. Emanso Okop Umobong, Permanent Secretary of the Cabinet Affairs Office, Office of the Secretary to the Government of the Federation, delivered the opening address, affirming strong support for the integration of this secure and reliable technology into Council proceedings. Demonstrating the power of real-time transcription, CABOLO® captured and transcribed her speech word for word as it was delivered, showcasing its capability to provide live, accurate documentation.



“*I am very optimistic that this venture is worth the commitment and buy-in of relevant stakeholders at this point. I just want everybody to buy-in, it is going to make our work easier. So, you can be sure that you are protected.*”

Dr. Emanso Okop Umobong,
Permanent Secretary of the Cabinet
Affairs Office

A Warm Welcome from the Cabinet Affairs Office

“You know when I assumed office here, it was sometime in September and considering the digitisation process in the civil service now, and this office being the engine room of the government, I thought it was going to be the most digitised bliss.

While the first shocker I got was that everything was done manually. This remote access and transcription application is to be deployed for use by the Cabinet Secretariat to cover and produce all necessary Federal Executive Council documents and other council meetings in real-time.

Often Officers are compelled to stay all night. Officers in this office sleep in the office after the Federal Executive Council meetings or before Federal Executive Council meetings, because of how late they finish the process. They have to stay all night to develop the minutes, reports, Council conclusions, and extracts from their manuscript jottings obtained while covering the proceedings of FEC. Maybe you don't understand, at FEC, we have about 15 to 17 secretariat staff that are writing everything, taking minutes by hand, in this twenty-first century!

A Warm Welcome from the Cabinet Affairs Office

On my assumption of office, I found this method unattractive and uninteresting. I got the permission of my boss to find better, efficient, and more modern methods of improving on the work processes of the cabinet affairs. Particularly Office of the National Security Adviser, through the Permanent Secretary Special Services Office and the Chief Security Officer to the President, when I asked why they were doing this manually, why we couldn't digitise the process, I was told, it is for security reasons.

As we gather here to be introduced to this new technology that is expected to greatly enhance the activities of the Cabinet Secretariat by CABOLO® and their Certified Partner, Ogwepa Nigeria, I am very optimistic that this venture is worth the commitment and buy-in of relevant stakeholders at this point. I just want everybody to buy-in, it is going to make our work easier. So, you can be sure that you are protected.”





CABOLO® Empowering Cabinet Secretaries

The Permanent Secretary went on to emphasise the significant benefits for the Cabinet Affairs Office, OSGF, noting, “With CABOLO®, we are empowering our Cabinet Secretaries to focus on the substance of the meetings, while the technology takes care of transcription and archiving. This will make their work faster and more accurate, and ultimately enable the Cabinet Affairs Office, OSGF, to provide accurate recording of proceedings, decisions and directives of the various Councils and Committees of government.”

The Permanent Secretary also highlighted the importance of security, particularly in light of the solution's offline capabilities: “Data security is of paramount importance, and CABOLO’s solution offers us complete peace of mind by ensuring that all our records remain offline and secure.”



Benefits of CABOLO® Solution for the Cabinet Affairs Office, Office of the Secretary to the Government of the Federation, Nigeria

The integration of CABOLO® solution will provide numerous benefits for Nigeria's Presidency through the Office of the Secretary to the Government of the Federation, Nigeria:

Enhanced Transparency and Accountability

By offering accurate, timely, and easily accessible records of council proceedings, CABOLO® will greatly improve transparency. Council members can now receive timely and accurate minutes of meetings, summaries and conclusions from the Cabinet Affairs Office, Office of the Secretary to the Government of the Federation.

Increased Efficiency and Time-Saving

The automation of transcription reduces the time and effort required to produce accurate records. Secretaries and Cabinet Affairs Officers can focus on their external committee work rather than being bogged down by manual documentation.



Benefits of CABOLO® Solution for the Cabinet Affairs Office, Office of the Secretary to the Government of the Federation, Nigeria

Preservation of Federal Executive Council History

The secure, organised archiving of discussions ensures that the historical record of the council is preserved for future reference. This can be invaluable for reference, research, and decision-making purposes, offering future administrations insight into key Federal Executive Council decisions.



Conclusions

Future Outlook

CABOLO® solutions may, in the future, expand to integrate with additional council functions, including voting records, session management, and public engagement tools, further enhancing executive processes and governance in Nigeria.

By leveraging advanced AI-powered technology for recording, transcribing, archiving, and editing Federal Executive Council proceedings, CABOLO® is setting a new benchmark for government transparency and efficiency. Its cutting-edge speech recognition and secure offline capabilities will enhance the accuracy and preservation of council records, fostering more informed decision-making and ensuring a more accountable, transparent, and modern governance process.

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