



**GUIDELINES FOR CLEARANCE OF
INFORMATION TECHNOLOGY PROJECTS
BY FEDERAL PUBLIC INSTITUTIONS IN
NIGERIA
2026**

**Issued by the National Information Technology
Development Agency as a co-regulatory instrument
in collaboration with Bureau for Public Procurement
and the Office of the Auditor-General of the
Federation.**

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- 1.0** This Guideline shall be described as the 'Guidelines for Clearance of IT Projects for Federal Public Institutions'. **LONG TITLE**
- 2.0** This Guideline may also be cited as the 'IT Project Clearance Guidelines'. **SHORT TITLE**
- 3.0** In response to the dynamic landscape of technology and the evolving needs of public governance, these revised guidelines provide a comprehensive framework for the clearance of Information Technology (IT) projects within Federal Public Institutions (FPIs). **EXPLANATORY NOTE**
- The revised guidelines ensure a coordinated, standardized, and orderly approach to deploying IT systems by FPIs. FPIs are required to obtain clearance from the National Information Technology Development Agency (NITDA) for their IT projects.
- 4.0** These guidelines are issued pursuant to section 6 of the NITDA Act 2007 which mandates the Agency to create a framework for the planning, research, development, standardization, application, coordination, monitoring, evaluation and regulation of Information Technology practices, activities and systems in Nigeria and all matters related thereto and for that purpose. **AUTHORITY**
- The guidelines are further issued pursuant to section 6 of the Bureau of Public Procurement Act 2007 and section 85 of the Constitution of the Federal Republic of Nigeria 1999 (as amended) on the powers of the Auditor General.
- 5.0** The title for these guidelines is '**Guidelines for Clearance of Information Technology (IT) Projects by Federal Public Institutions (FPIs)**' and shall come into effect when issued by NITDA. **COMMENCEMENT**
- 6.0** **Information Technology (IT):** Encompasses all forms of technology used to create, store, process, transmit and use information in its various forms. **DEFINITIONS**
- Information Technology (IT) Projects:** Any governmental activity relating to information technology which involves direct or indirect costs and includes the creation/development, acquisition, and/or distribution of IT products, applications, and services.

Federal Public Institutions (FPIs): Any organization established or owned by the Federal Government in Nigeria.

IT Project Clearance Compliance Assurance Process: A process established by NITDA to license qualified IT firms to provide technical guidance to FPIs for the implementation of the IT Projects Clearance process.

Licensed IT Projects Clearance Compliance Assurance Firm: Otherwise referred to as Compliance Assurance Firm in this document are firms licensed by NITDA IT Projects Clearance to support FPIs in designing their IT projects, providing technical guidance and conducting Quality Assurance assessments in alignment with NITDA's guidelines and other relevant standards and regulations.

Quality Assurance Assessment: Assessment carried out by Compliance Assurance Firms and supervised by NITDA for all FPIs IT projects throughout the project life cycle.

7.0 These guidelines apply to all IT projects undertaken by FPIs, including but not limited to the development, implementation, enhancement, or retirement of IT systems, applications, infrastructure, and services. They are intended to be applicable to projects of varying scale, complexity, and duration, across all FPIs. **Section 8.6** specifies relevant thresholds for requiring IT projects clearance as applicable.

SCOPE

All IT Projects submitted for clearance under these guidelines shall be assessed for compliance against the applicable NITDA Regulatory instruments, National Laws and International Standards as listed in **section 11.0**.

8.0 FPIs shall obtain approval from NITDA for all their proposed IT projects. This approval will be granted following an assessment of the project proposal by a Licensed IT Projects Clearance Compliance Assurance Firm and ratification by the Agency.

GUIDELINES

IT Projects Clearance Compliance Assurance Firms are firms licensed by NITDA to support FPIs in designing their

IT projects, providing technical guidance and conducting Quality Assurance assessments in alignment with NITDA's guidelines and other relevant standards and regulations.

The services to be provided by the firms consist of:

- i. IT Projects Design; and
- ii. IT Projects Quality Assurance.

8.1 FPIs shall

- a. Engage a firm from NITDA's list of Licensed IT Projects Clearance Compliance Assurance Firms to conduct an assessment and provide technical and regulatory guidance. These include but not limited to the following:
 - i. Justification and Deliverables;
 - ii. System Integration/Interoperability;
 - iii. Preference for Indigenous Content;
 - iv. Security and Environment Suitability;
 - v. Risk Mitigation Strategy; and
 - vi. Adherence to Relevant Regulations and Guidelines (see section 11.0).
- b. Submit their IT project proposals and all relevant documentations to NITDA through the IT Project Clearance (ITPC) portal.
- c. Ensure the party implementing the project engages a Compliance Assurance Firm to conduct Quality Assurance on the project.
- d. Ensure the party implementing the project for the FPI is **NOT** the Firm to conduct the Quality Assurance process.

Responsibilities of FPIs

8.2 NITDA shall

- a. Maintain a list of Licensed IT Projects Clearance Compliance Assurance Firms;
- b. Review submissions from FPIs who have undergone the assessment process, taking into account the following:
 - i. Organizational Mandates;

Responsibilities of NITDA

- ii. Minimization of Project Duplication;
 - iii. System Integration/Interoperability;
 - iv. Confirmation of Local After-Sales Capacity;
 - v. Preference for Indigenous Content; and
 - vi. Adherence to Relevant Regulations and Guidelines.
- c. Ensure that submissions meet the requisite guidelines;
 - d. Reserve the right to conduct further evaluation and engage the FPI directly, if necessary; and
 - e. Issue approval and clearance certificate.

8.3 Upon receipt of the clearance request, NITDA shall evaluate the submission within 10 working days. Upon completion of the evaluation, a clearance decision shall be issued, approving or rejecting the project proposal based on adherence to requisite technical and regulatory guidelines as stated in section 6.1.

Timeframes

Where there is a need for further clarification on FPI's IT Project, NITDA shall request additional information to be submitted within 3-5 working days via the NITDA ITPC portal or designated email address.

FPIs are expected to work with their selected Compliance Assurance Firm to provide the information in a timely manner. Where the FPI fails to provide further information within the stipulated time, NITDA reserves the right to reject the project.

8.4 All projects costing One Hundred Million (₦100,000,000.00) Naira and above or its equivalent shall require Quality Assurance assessment by a Compliance Assurance Firm in collaboration with NITDA throughout the project life cycle, and a certificate shall be issued by NITDA upon satisfactory completion of the project.

Quality Assurance Assessment

The Compliance Assurance Firms conducting Quality Assurance assessment are to submit a detailed report to NITDA via the ITPC portal or designated email address that the project is completed and ready for closure within 7 days of the project completion.

Similarly, for projects below One Hundred Million

(₦100,000,000.00) Naira, NITDA in collaboration with the FPI will conduct the Quality Assurance assessment.

8.5 FPIs Shall

- i. Provide timely and accurate project data and documentation to NITDA;
- ii. Actively participate in oversight activities conducted by NITDA;
- iii. Where applicable, set-up steering and technical committees for the implementation of the project involving NITDA and other relevant stakeholders;
- iv. Make a provision from the project cost for the Quality Assurance assessment;
- v. Implement recommendations arising from the oversight process; and
- vi. Ensure compliance with project objectives and timelines.

Quality Assurance Assessments Responsibilities

NITDA shall

- i. Provide oversight guidelines and standards;
- ii. Assess submitted project data and documentation and provide feedback;
- iii. Schedule and conduct Quality Assurance inspection visits where applicable;
- iv. Review and Document Quality Assurance assessment findings and provide recommendations to FPIs; and
- v. Issue Quality Assurance certificate to FPIs where applicable.

8.6 The thresholds for requiring IT projects clearance and Quality Assurance Certificates shall be based on the following tiers:

Thresholds

S/N	CATEGORY	RANGE	CLEARANCE REQUIREMENT	QUALITY ASSURANCE	QUALITY ASSURANCE RESPONSIBILITY
a.	Tier 1	₦100,000,000 and above	Yes	Yes	FPI
b.	Tier 2	₦10,000,000 – ₦99,999,999	Yes	Yes	NITDA

c.	Tier 3	₦0 – ₦9,999,999	No	No	No
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9.0 Non-compliance to these Guidelines is a violation of the NITDA Act 2007, the Bureau for Public Procurement Act 2007 and the powers of the Auditor General of the Federation as provided under the Constitution of the Federal Republic of Nigeria 1999 (as amended). **BREACH**

10.0 These Guidelines shall be reviewed and amended accordingly, from time to time. **REVIEW AND AMENDMENT**

11.0 The following regulatory instruments should be adhered to by FPIs when conceptualizing their IT projects: **ANNEXURE**

- 11.1**
- a. NITDA Act 2007;
 - b. Guidelines for Clearance of IT Projects by Federal Public Institutions (2026);
 - c. Guidelines for Licensing IT Projects Clearance Compliance Assurance Firms (2026);
 - d. Nigeria Government Enterprise Architecture (NGEA);
 - e. Nigeria e-Government Interoperability Framework, 2019 (Ne-GIF);
 - f. NITDA Cybersecurity Framework;
 - g. National Cloud Computing Policy;
 - h. NITDA Software Testing and Certification Framework; and
 - i. Guidelines for Nigerian Content Development in ICT 2019.
- NITDA Regulatory Instruments**

- 11.2**
- a. Bureau of Public Procurement Act 2007;
 - b. Nigeria Data Protection Act (NDPA) 2023;
 - c. Fiscal Responsibility Act;
 - d. Freedom of Information Act;
 - e. National Digital Economy Policy and Strategy (NDEPS);
 - f. National Cybersecurity Policy;
 - g. Nigeria First Policy; and
 - h. Federal Government’s Executive Orders 003 and 005.
- National Laws**

- 11.3** a. ISO/IEC 27001 (Information Security Management);
b. ISO/IEC 20000 (IT Service Management);
c. ISO 22301 (Business Continuity Management);
d. ISO/IEC 38500 (IT Governance);
e. ISO/IEC 900:2015 (Quality Management System);
f. COBIT (Control Objectives for Information and Related Technologies);
g. ITIL (Information Technology Infrastructure Library);
and
h. NIST Cybersecurity Framework.

**Adopted
International
Standards**
(where applicable)

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