



**OFFICE OF THE EXECUTIVE GOVERNOR**  
**KANO STATE BUREAU OF STATISTICS**

**Audu Bako Secretariat, Kano**

**Website: [ksbs.kanostate.gov.ng](http://ksbs.kanostate.gov.ng), Email: [info@ksbs.kanostate.gov.ng](mailto:info@ksbs.kanostate.gov.ng)**

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**DATA COLLECTION/FIELD EXERCISE CONSENT FORM**

S/N	Section/Field	Description
1	Name of Organization/Individual	
2	Contact Address	
3	Phone number of office/contact person	
4	Email address	
5	Website (if available)	
6	Type of exercise (Census or Survey)	
7	Census/Survey title	
8	Purpose of the exercise	
9	Commencement date of the exercise	
10	Data Collection Methods	1. 2. 3.
11	Mention some of the key information that will be requested in the exercise	1. 2. 3. 4.
12	Does the exercise involves the collection of data of personal IDs such as NIN or BVN ?	
13	Is the exercise new or ongoing?	
14	Have you previously conducted similar exercise in the state? If yes,	

	state the exercise and date it was conducted.	
15	Which MDA in Kano are you collaborating with?	
16	Is the data confidential or for public consumption?	
17	Are you willing to share the data obtained from the exercise with Kano State Bureau of Statistics ?	

Name of focal person

Signature/Date

# Data Collection Agreement Terms

This Data Collection Agreement (the "Agreement") is entered into between Kano State Bureau of Statistics (hereinafter referred to as "KSBS") and [Organization's Name] (hereinafter referred to as the "Organization"). This Agreement outlines the terms and conditions governing the collection, management, and use of data within Kano State.

## 1. Purpose:

The primary purpose of this Agreement is to establish a framework for collaboration between KSBS and the Organization in the collection of data through surveys, censuses, or related activities within Kano State.

## 2. Supervision and Oversight:

2.1. All data collection activities must be conducted under the supervision and oversight of KSBS. KSBS personnel will provide guidance and quality control throughout the data collection process.

2.2. The Organization will work closely with KSBS to ensure that data collection adheres to established standards and methodologies.

## 3. Data Validation:

3.1. Data collected during the survey or census must be subjected to a validation process conducted by KSBS to ensure its accuracy, reliability, and integrity.

3.2. The Organization will cooperate with KSBS in the data validation process and provide any necessary clarifications or additional information as requested.

## 4. Reporting and Use of Data:

4.1. The Organization agrees to submit a comprehensive report to KSBS upon the completion of the data collection exercise. This report should include findings, analysis, recommendations, and any relevant data sets.

4.2. Data collected and the insights derived from it will be used for proper policy-making, planning, and development purposes by the state government, as well as for record-keeping and research.

## 5. Data Ownership and Confidentiality:

5.1. All data collected during the exercise shall remain the property of the partner and Kano State. The Organization and Kano State Government will retain proprietary rights to the data collected.

5.2. The Organization agrees to treat all data, findings, and information obtained during the exercise with the utmost confidentiality. Data will not be disclosed to third parties without the explicit consent of KSBS.

**6. Quality Assurance:**

6.1. Both KSBS and the Organization are committed to maintaining the highest standards of data quality. Any discrepancies, errors, or anomalies discovered during data collection will be addressed promptly and transparently.

6.2. Continuous communication and collaboration between the parties are essential for ensuring the quality and accuracy of the data collected.

**7. Termination:**

Either party may terminate this Agreement with written notice to the other party in the event of a material breach of its terms. Termination shall not affect any obligations related to data already collected or reported.

**8. Amendment:**

Any modifications or amendments to this Agreement must be made in writing and agreed upon by both parties.

**9. Governing Law:**

This Agreement shall be governed by the Kano state Bureau of statistics laws 2014.

**10. Entire Agreement:**

This Agreement constitutes the entire agreement between KSBS and the Organization and supersedes all prior agreements, understandings, and representations, whether written or oral.

By signing below, both parties acknowledge their understanding and acceptance of the terms and conditions outlined in this Agreement.

**Kano State Bureau of Statistics**

Signature: \_\_\_\_\_

Name: Malam Auwal Muhammad Yau

Position: Director Field Services

Date:

**Name of Organization**

Signature: \_\_\_\_\_

Name:

Position:

Date: