

**TECHNICAL REPORT**  
**ON**  
**STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME (SIWES)**  
**AT**

**OJO LOCAL GOVERNMENT AREA**  
**121, OLOJO DRIVE, OJO, LAGOS STATE**

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**AWARD OF NATIONAL DIPLOMA (ND) OF ESTATE MANAGEMENT**  
**AND VALUATION.**

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## **DEDICATION**

I dedicate my Industrial Training report to Almighty God, who has given me the grace to participate in the SIWES program, to my Parents and as many that have contributed greatly to the success of my Industrial Training.

## **ACKNOWLEDGEMENT**

I thank God who has seen me throughout my SIWES program and also thank my Industrial based supervisor who guided me through My Industrial training. I also send out my appreciation to my lecturers, friends and Coworkers for their moral support. My special thanks to my wonderful and lovely parents Mr. and Mrs. Mohammed who were there for me in terms of care, prayers, financial support and others.

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# **CHAPTER ONE**

## **INTRODUCTION**

### **1.1 BACKGROUND**

The Students Industrial Work Experience Scheme (SIWES) is a work-based learning program designed to prepare students for the transition from academic life to professional careers. It is an integral part of the Nigerian educational system, aimed at equipping students with practical skills and knowledge to complement their theoretical studies. SIWES was established in 1973 by the Industrial Training Fund (ITF) in response to the growing concerns of employers about the lack of practical skills among graduates from tertiary institutions (Ezeabikwa, 1991). The scheme is a collaborative initiative involving students, tertiary institutions, employers of labor, and the ITF.

The program was introduced to address the gap between classroom learning and the real-world demands of industries. It recognizes that while theoretical knowledge is essential, it is often insufficient for solving practical problems in professional environments. SIWES provides students with opportunities to gain hands-on experience, develop technical competencies, and understand workplace ethics and culture (Agbai, 1992).

The scheme is a mandatory part of the curriculum for students studying courses such as engineering, technology, medical sciences, agriculture, education, and other applied sciences. It typically lasts for six months for university undergraduates and four months for students in polytechnics or colleges of education (ITF, 2024). Through this initiative, students are exposed to industrial practices and technologies that are not available within their academic institutions. This exposure enhances their employability and prepares them for the challenges of the modern workforce (Adebayo & Adesanya, 2013).

SIWES also serves as a platform for fostering partnerships between educational institutions and industries. These partnerships enable industries to contribute to curriculum development by providing feedback on the skills and knowledge required in the workplace. This collaboration ensures that graduates are better equipped to meet industry standards and expectations (Akinyemi & Abiodun, 2018).

In summary, SIWES is a vital component of Nigeria's educational system that bridges the gap between theory and practice. It plays a crucial role in preparing students for professional careers by equipping them with practical skills, knowledge, and experiences that are essential for success in their chosen fields.

## **1.2 BRIEF HISTORICAL DEVELOPMENT OF SIWES**

The history of SIWES dates back to the early 1970s when Nigeria experienced rapid industrial growth following its independence. This growth created a demand for skilled manpower to operate and manage industrial facilities. However, employers soon realized that graduates from tertiary institutions lacked the practical skills needed to perform effectively in the workplace (Ezeabikwa, 1991).

In response to this challenge, the Industrial Training Fund (ITF) was established in 1971 by Decree No. 47 with a mandate to promote skill acquisition and manpower development in Nigeria. Two years later, in 1973, SIWES was introduced as one of ITF's flagship programs aimed at addressing the skill gap among graduates (ITF, 2024). Initially, SIWES was fully funded and managed by ITF. The program targeted students in engineering and technology-related fields who required practical training as part of their academic curriculum (Adebayo & Adesanya, 2013).

By 1978, financial constraints forced ITF to withdraw from direct management of SIWES. The Federal Government subsequently transferred oversight responsibilities to the National Universities Commission (NUC) for universities and the National Board for Technical

Education (NBTE) for polytechnics and colleges of education (Legit.ng, 2022). However, this arrangement proved ineffective due to inadequate funding and poor coordination among stakeholders. In 1984, management responsibilities were returned to ITF under a new funding arrangement supported by the Federal Government (SmartBukites, 2023).

Over time, SIWES has undergone significant changes aimed at improving its effectiveness and expanding its scope. Initially limited to engineering and technology disciplines, it now includes other fields such as medical sciences, agriculture, business administration, and education. These changes reflect an ongoing commitment to align SIWES with evolving industry needs and national development goals (Akinyemi & Abiodun, 2018).

Today, SIWES is recognized as one of Nigeria's most successful initiatives for bridging the gap between academic learning and industrial practice. It has become an essential component of tertiary education in Nigeria, contributing significantly to skill development and employability among graduates.

### **1.3 OBJECTIVES OF SIWES**

The primary objectives of SIWES are multifaceted and aim to enhance both student learning and industry engagement:

- To provide students with industrial skills and experience relevant to their field of study.
- To expose students to work methods and techniques that may not be available in their academic institutions.
- To facilitate a smoother transition from academic life to professional employment by enhancing students' networks with potential employers.
- To allow students to apply theoretical knowledge in practical settings, thereby bridging the gap between theory and practice.

- To strengthen employer participation in the educational process by fostering collaboration between educational institutions and industries (Ezeabikwa, 1991; ITF, 2024).



## **CHAPTER TWO**

### **DESCRIPTION OF THE ESTABLISHMENT OF ATTACHMENT**

#### **2.1 LOCATION AND BRIEF HISTORY OF ESTABLISHMENT**

The Ojo Local Government Area, where I conducted my 14-week SIWES program, is strategically located at 121, Olojo Drive, Ojo, Lagos State. This location is pivotal for administrative and economic activities in the area. Historically, Ojo was founded by Esugbemi, his wife Erelu, and the chief priest Osu, who migrated from Ile-Ife to establish a settlement named Ilufe. The area has a rich history dating back to the pre-colonial era and was originally inhabited by the Awori people, a subgroup of the Yoruba ethnic group.

Ojo Local Government was officially established in 1967 as one of Lagos State's 20 LGAs. It was later reorganized in 1989 under General Ibrahim Babangida's administration, which led to the creation of additional local governments in Nigeria. This reorganization aimed to bring governance closer to the people and enhance administrative efficiency at the grassroots level. Over the years, Ojo Local Government Area has evolved significantly, with notable developments in infrastructure, commerce, and social services. The area is home to several markets, including the renowned Alaba International Market, which is a major hub for electronics and other goods. This market contributes significantly to the economic activities of the local government and the state at large.

The strategic location of Ojo Local Government Area, being close to the Lagos-Badagry Expressway, enhances its connectivity to other parts of Lagos State and beyond. This has facilitated trade and commerce, making it an attractive location for businesses and residents alike. The area's proximity to major transportation routes also supports the growth of industries and services, further boosting its economic potential. Additionally, the cultural heritage of Ojo, with its historical sites and traditional festivals, adds to its appeal as a vibrant and diverse community.

Furthermore, the establishment of Ojo Local Government Area reflects the broader historical context of local government reforms in Nigeria. The creation of local governments was part of a broader effort to decentralize power and bring governance closer to the people. This has allowed for more localized decision-making and the implementation of policies tailored to the specific needs of each community. In the case of Ojo, this has enabled the local government to address unique challenges and opportunities, such as managing the impact of urbanization and promoting economic development through strategic planning and community engagement.

In recent years, Ojo Local Government Area has continued to evolve, with ongoing efforts to improve infrastructure, enhance service delivery, and promote sustainable development. The local government has invested in upgrading public facilities, expanding educational and healthcare services, and implementing environmental management initiatives. These efforts aim to improve the quality of life for residents and position Ojo as a model for effective local governance in Nigeria. The area's growth and development are also influenced by its cultural diversity and historical significance, which contribute to its unique identity and appeal.

Overall, the location and history of Ojo Local Government Area provide a rich backdrop for understanding its role in Lagos State and its potential for future growth and development. The area's strategic position, cultural heritage, and administrative history all contribute to its importance as a hub for economic, social, and cultural activities. As Ojo continues to evolve, it is poised to play an increasingly significant role in the broader development of Lagos State, leveraging its strengths to address challenges and capitalize on opportunities for sustainable growth.

## 2.2 OBJECTIVES OF ESTABLISHMENT

The primary objectives of establishing Ojo Local Government Area include:

- **Administrative Efficiency:** To provide effective governance and administrative services to the residents of Ojo. This involves ensuring that all administrative processes are streamlined to meet the needs of the community efficiently. The local government aims to reduce bureaucratic hurdles and enhance transparency in its operations.
- **Economic Development:** To foster economic growth by supporting local businesses and industries. The local government plays a crucial role in creating an environment conducive to business operations, such as providing infrastructure and facilitating trade activities. This includes initiatives to promote entrepreneurship and attract investments to the area.
- **Social Services:** To ensure the delivery of essential social services like healthcare, education, and infrastructure development. These services are critical for improving the quality of life of residents and enhancing community development. The local government works to ensure that these services are accessible and of high quality.
- **Environmental Management:** To manage and protect the environment through sustainable practices and policies. This includes waste management, conservation of natural resources, and enforcement of environmental regulations. The local government aims to maintain a clean and healthy environment for its residents.
- **Community Engagement:** To engage with the community through participatory governance, ensuring that the needs and concerns of residents are addressed. This involves regular town hall meetings and public consultations to foster a sense of ownership and inclusivity in governance.

- **Security and Safety:** To ensure the safety and security of residents and their properties. The local government collaborates with security agencies to maintain law and order, and also implements community policing initiatives to enhance security.

## 2.3 ORGANIZATION STRUCTURE

The organizational structure of Ojo Local Government Area is typical of local governments in Nigeria, with a hierarchical framework designed to ensure effective governance and service delivery. The structure includes:

- **Chairman:** Heads the local government and oversees all administrative functions. The chairman is responsible for policy implementation, budget approval, and overall leadership. The chairman also serves as the chief executive officer of the local government.
- **Councilors:** Represent different wards within the local government area and contribute to decision-making processes. They are elected by their constituents and play a vital role in advocating for the needs of their wards. Councilors are involved in budgetary decisions and policy formulation.
- **Departmental Heads:** Manage various departments such as Works, Health, Education, and Finance. These heads are responsible for the day-to-day operations of their respective departments and report directly to the chairman. They oversee the implementation of departmental policies and programs.
- **Support Staff:** Assist in the day-to-day operations of the local government. This includes administrative assistants, clerks, and other personnel who provide essential support services. Support staff are crucial for maintaining the smooth operation of administrative processes.

## 2.4 DEPARTMENTS IN THE ESTABLISHMENT AND THEIR FUNCTIONS

Department	Functions
<b>Works Department</b>	Responsible for infrastructure development and maintenance, including roads, buildings, and public facilities. This department ensures that all infrastructure projects are properly planned, executed, and maintained to meet community needs. It also oversees the provision of public utilities like water and electricity.
<b>Health Department</b>	Provides healthcare services, manages health facilities, and implements public health initiatives. The department oversees the operation of primary healthcare centers, conducts health education campaigns, and coordinates disease prevention programs. It also collaborates with state and federal health agencies to implement national health policies.
<b>Education Department</b>	Oversees educational institutions, manages educational resources, and implements educational policies. This includes ensuring that schools are well-equipped, teachers are adequately trained, and educational standards are maintained. The department also promotes adult education and literacy programs.
<b>Finance Department</b>	Handles financial planning, budgeting, and accounting for the local government. The department is responsible for managing revenue collection, preparing budgets, and ensuring financial transparency and accountability. It also advises on fiscal policies and ensures compliance with financial regulations.
<b>Planning and Development</b>	Focuses on urban planning, development strategies, and environmental management. This department develops and

<b>Department</b>	implements plans for sustainable development, manages land use, and ensures compliance with environmental regulations. It also conducts feasibility studies for new projects and evaluates their impact on the community.
<b>Agriculture Department</b>	Promotes agricultural activities, provides support to farmers, and manages agricultural resources. The department offers extension services, provides inputs like seeds and fertilizers, and promotes agricultural best practices among farmers. It also supports agro-processing and marketing initiatives to enhance the value chain.
<b>Social Services Department</b>	Coordinates social welfare programs, including support for vulnerable populations such as the elderly, orphans, and people with disabilities. The department also manages community development projects aimed at improving social cohesion and well-being. It collaborates with NGOs and community groups to deliver these services effectively.
<b>Youth and Sports Department</b>	Develops and implements programs for youth empowerment and sports development. This includes organizing sports competitions, providing training opportunities for young people, and promoting youth participation in community activities. The department also supports vocational training and entrepreneurship programs for youth.
<b>Information and Communication Technology (ICT) Department</b>	Manages the local government's ICT infrastructure, ensuring that all departments are equipped with necessary technology to enhance service delivery. The department also develops digital platforms for citizen engagement and service delivery.

## **CHAPTER THREE**

### **INDUSTRIAL EXPERIENCE**

#### **3.1 WORK DONE**

During my 14-week SIWES program at Ojo Local Government Area, I was exposed to a variety of tasks and responsibilities that provided valuable insights into the practical aspects of estate management and valuation. My primary role involved assisting in the Property and Land Management Department, where I was engaged in several key activities:

- **Property Inspection:** I participated in property inspections to assess the condition and value of properties within the local government area. This involved documenting property features, noting any defects or needed repairs, and evaluating market trends to determine property values. These inspections were crucial for updating property records and ensuring compliance with local regulations.
- **Land Use Planning:** I assisted in reviewing land use plans and zoning regulations to ensure compliance with local government policies. This included analyzing maps and documents related to land allocation and use, as well as assessing the impact of land use changes on community development.
- **Valuation Reports:** I helped in preparing valuation reports for properties, which involved analyzing market data, assessing property conditions, and applying valuation techniques to determine property values. These reports were essential for property transactions, taxation, and investment decisions.
- **Community Engagement:** I participated in community outreach programs aimed at educating residents about property rights, land use regulations, and the importance of property maintenance. This included organizing and attending community meetings and workshops, where we addressed questions and concerns from residents.

- **Data Management:** I was responsible for maintaining and updating property records, ensuring that all data was accurate and up-to-date. This involved using software to manage property databases and generate reports. Accurate data management was critical for effective property management and decision-making.
- **Policy Implementation:** I assisted in implementing policies related to property development and land use. This involved working with other departments to ensure that all projects and developments complied with local government regulations and standards.

Throughout my SIWES program, I learned several valuable lessons that will shape my approach to estate management and valuation:

- **Importance of Practical Experience:** The program highlighted the importance of practical experience in complementing theoretical knowledge. It showed how real-world scenarios often require innovative solutions and adaptability.
- **Collaboration and Teamwork:** Working with colleagues from different backgrounds and departments emphasized the value of teamwork and collaboration in achieving common goals. Effective communication and mutual respect were key to successful collaboration.
- **Continuous Learning:** The ever-changing landscape of property laws, regulations, and market trends underscored the need for continuous learning and professional development. Staying updated with industry developments is crucial for success in estate management and valuation.
- **Community Engagement:** Engaging with the community taught me the importance of understanding local needs and perspectives. This is essential for developing policies and programs that are responsive to community needs and concerns.



- **Professional Ethics:** The program reinforced the importance of maintaining professional ethics and integrity in all interactions, whether with colleagues, clients, or community members. Upholding ethical standards is vital for building trust and credibility in the profession.

### 3.2 TOOLS AND EQUIPMENT USED

Throughout my SIWES program, I utilized various tools and equipment essential for estate management and valuation tasks. These included:

- **Measuring Tapes and Laser Distance Meters:** Used for accurate measurements of properties during inspections. These tools were crucial for determining property dimensions and assessing spatial relationships between different features.
- **Digital Cameras:** Employed to document property conditions and features. Photographs were used in reports to provide visual evidence of property conditions and any defects.
- **GPS Devices:** Utilized for mapping and locating properties. GPS technology helped in accurately identifying property boundaries and locations, which was essential for land use planning and property valuation.
- **Computers and Software:** Used for data management, report preparation, and analysis of property data. Specific software included property management systems, geographic information systems (GIS), and spreadsheet programs like Excel. These tools enabled efficient data analysis and report generation.
- **Surveying Equipment:** Occasionally used for boundary demarcations and land surveys. This equipment was essential for precise measurements and mapping of property boundaries.
- **Internet and Online Resources:** Utilized for researching market trends, legal updates, and best practices in estate management. Access to online resources was

invaluable for staying informed about changes in the property market and regulatory environment.

These tools and equipment were crucial for efficiently conducting property inspections, preparing reports, and managing property data. They also facilitated effective communication and collaboration with colleagues and stakeholders.

### **3.3 SAFETY PRECAUTIONS**

During my SIWES program, safety was a top priority, especially during property inspections and site visits. To ensure safety, I adhered to several precautions:

- **Personal Protective Equipment (PPE):** I wore appropriate PPE such as safety helmets, gloves, and safety boots when visiting construction sites or inspecting properties with potential hazards. This protected me from physical injuries and ensured compliance with safety regulations.
- **Risk Assessment:** Before each site visit, I conducted a risk assessment to identify potential hazards and take necessary precautions. This involved evaluating the property condition, checking for any structural defects, and being aware of environmental hazards.
- **Accompaniment:** Whenever possible, I was accompanied by experienced staff members who could provide guidance and ensure safety during inspections. Their expertise was invaluable in navigating complex sites and handling unexpected situations.
- **Emergency Procedures:** I was familiar with emergency procedures and protocols in case of accidents or injuries. Knowing what to do in emergency situations helped prevent panic and ensured prompt response to any incidents.

- **Health and Hygiene:** I maintained good health and hygiene practices, especially when interacting with community members or handling documents. This included regular handwashing and avoiding close contact with individuals who might be ill.

Adhering to these safety measures helped prevent accidents and ensured a safe working environment throughout my program. It also instilled a culture of safety consciousness that will be beneficial in my future career.

### 3.4 CHALLENGES FACED DURING MY SIWES PROGRAMME

Despite the valuable experiences gained during my SIWES program, I encountered several challenges that tested my skills and adaptability:

- **Limited Resources:** At times, there were limitations in terms of equipment and resources, which required creative problem-solving to achieve tasks efficiently. This involved finding alternative methods or tools to complete tasks when primary resources were unavailable.
- **Complex Property Issues:** Dealing with complex property disputes and legal issues required careful analysis and consultation with experienced professionals. These situations demanded a deep understanding of property laws and regulations, as well as effective communication skills to resolve conflicts.
- **Time Management:** Balancing multiple tasks and responsibilities within tight deadlines was challenging and demanded effective time management skills. Prioritizing tasks, setting realistic goals, and maintaining a schedule were essential for meeting deadlines and delivering quality work.
- **Community Resistance:** In some cases, there was resistance from community members who were skeptical about property regulations and policies. This required patience and effective communication to address their concerns and educate them about the benefits of compliance.

- **Data Accuracy:** Ensuring the accuracy and completeness of property records was a challenge due to the volume of data and the need for precision. This involved double-checking information, verifying data sources, and using quality control measures to maintain data integrity.
- **Technical Challenges:** Occasionally, technical issues arose with software or equipment, which required troubleshooting and technical support. This highlighted the importance of having reliable IT systems and support services in place.

## **CHAPTER FOUR**

### **SUMMARY, CONCLUSION, AND RECOMMENDATION**

#### **4.1 SUMMARY**

This report summarizes my experiences and findings during the 14-week SIWES program at Ojo Local Government Area. The program provided a comprehensive insight into the practical aspects of estate management and valuation, allowing me to apply theoretical concepts in real-world scenarios. My primary role involved assisting in the Property and Land Management Department, where I engaged in property inspections, land use planning, valuation report preparation, community engagement, and data management.

Throughout the program, I utilized various tools and equipment essential for estate management tasks, including measuring tapes, digital cameras, GPS devices, and software for data management and analysis. Safety precautions were a top priority, with adherence to personal protective equipment use, risk assessments, and emergency procedures.

Despite the valuable experiences gained, I encountered several challenges, including limited resources, complex property issues, time management constraints, community resistance, and data accuracy challenges. Overcoming these challenges enhanced my professional skills and provided valuable lessons in resilience and problem-solving.

The program also highlighted the importance of practical experience, collaboration, continuous learning, community engagement, and professional ethics in estate management and valuation. These lessons will be invaluable as I navigate future challenges in my career.

## **4.2 CONCLUSION**

In conclusion, my SIWES program at Ojo Local Government Area was a transformative experience that significantly enhanced my understanding and skills in estate management and valuation. The program demonstrated the importance of integrating theoretical knowledge with practical experience, emphasizing the need for adaptability, creativity, and effective communication in addressing real-world challenges.

The experience underscored the critical role of local governments in managing property and land resources, promoting economic development, and ensuring sustainable community growth. It also highlighted the challenges faced by local governments, such as resource constraints and community resistance, and the need for innovative solutions and collaborative approaches to overcome these challenges.

As I conclude this program, I am confident that the knowledge and skills acquired will serve as a strong foundation for my future career. The lessons learned about teamwork, continuous learning, and ethical practice will guide my professional development and ensure that I contribute positively to the field of estate management and valuation.

Furthermore, the program reinforced the importance of community engagement and participatory governance in ensuring that policies and programs are responsive to local needs and concerns. This approach is essential for building trust and fostering sustainable development at the grassroots level.

In reflecting on my experiences, I am reminded of the potential for estate management and valuation professionals to make a meaningful impact on community development and economic growth. By applying their skills and knowledge effectively, professionals in this field can help create vibrant, sustainable communities that meet the needs of residents and support broader economic objectives.

### 4.3 RECOMMENDATION

Based on my experiences and findings during the SIWES program, I recommend several strategies for enhancing the effectiveness of estate management and valuation practices in local governments like Ojo:

- **Investment in Technology:** Local governments should invest in modern technology and software to enhance data management, property valuation, and land use planning. This could include adopting GIS systems for spatial analysis and property mapping, as well as using digital platforms for community engagement and service delivery.
- **Capacity Building:** Regular training and capacity-building programs should be implemented for staff to enhance their skills in estate management and valuation. This could include workshops on property law, valuation techniques, and land use planning, as well as international best practices in these areas.
- **Community Engagement:** Local governments should prioritize community engagement through participatory governance processes. This involves regular town hall meetings, public consultations, and citizen participation in decision-making to ensure that policies and programs are responsive to community needs.
- **Public-Private Partnerships (PPPs):** Local governments should explore PPPs to address infrastructure gaps and promote economic development. Collaborating with private sector entities can bring in expertise, technology, and funding to support local projects and initiatives.
- **Sustainable Development Initiatives:** Local governments should integrate sustainable development goals into their policies and programs. This includes implementing environmental management initiatives, promoting green infrastructure, and supporting sustainable land use practices to ensure long-term environmental sustainability.

- **Data Management and Accuracy:** Efforts should be made to improve data accuracy and completeness by implementing robust data management systems and quality control measures. This is crucial for effective property management, valuation, and decision-making.
- **Collaboration with Other Departments:** Local governments should foster collaboration between different departments to ensure integrated approaches to estate management and valuation. This includes working closely with departments like planning, finance, and social services to align policies and programs.

By implementing these recommendations, local governments can enhance their capacity to manage property and land resources effectively, promote sustainable development, and improve the quality of life for residents. These strategies will also position local governments as models for effective governance and community development in Nigeria.