



The Presidency

NATIONAL IDENTITY MANAGEMENT COMMISSION

DIASPORA SERVICES FACTS SHEET

An Information document for Nigerian Citizens residing in the diaspora on
services available under the National Identity Management System

ISSUED BY THE NIMC

31ST March 2019

Updated 5th July 2019

1.0 INTRODUCTION

- 1.1 This document is produced by the National Identity Management Commission (NIMC) to serve as information and guide to Nigerian Citizens in the Diaspora on the enrolment exercise for the National Identification Number (NIN) in the diaspora.
- 1.2 Section 5 of the National Identity Management Commission Act No. 23 of 2007 (NIMC Act) empowers the NIMC to create, manage, maintain and operate the National Identity Database, register Nigerian citizens and Non Nigerian Citizens legally residing in Nigeria, issue unique Identity token called the National Identification Number “NIN” to all registered persons, issue a General Multipurpose Card (GMPC), provide access for the verification and authentication of identities issued, carryout the harmonization and integration of existing identification databases in government agencies and integrating them into the National Identity Database. Furthermore, the NIMC Act under the same section, empowers the NIMC to partner with any agency of government or the private sector in the realization of its mandates.
- 1.3 NIMC is the regulator of the Identity Sector. The initial implementation plan from the setup of the NIMC is to outsource the enrollment in Nigeria to the private sector. The selection process was carried out and two Nigerian Companies were shortlisted and approved by the Federal Executive Council to carryout the enrolment and card issuance to all persons registered in Nigeria (Front End Services). In view of the past experience under the year 2000 Identity Card project and to ensure the system is controlled and managed by Nigerians, the Back End infrastructure including the network was designed, managed and operated by NIMC personnel.
- 1.4 Due to the financial meltdown at the time of engagement and other contractual pre-requisites, the Front End Services Concession failed and was terminated. The NIMC had to go back to the drawing board to re-strategize on the way forward, a remodeling of the processes in view of poor budget releases.
- 1.5 The development partners (World Bank, French Development Authority, the European Union), realizing the impact of the absence of an identification database in the most populous country in Africa decided to offer both technical and financial support towards ensuring Nigeria achieved the United Nations SDG goal 16 (Identity for all by 2030) through the Digital Identity ecosystem.
- 1.6 The Digital Identity ecosystem roadmap is the process whereby both public and private sector agencies/companies will be licensed to carryout enrolment of all Nigerian Citizens (irrespective of age) and other persons of other nationalities residing in Nigeria and issue them with the National Identification Number (NIN).
- 1.7 The licensees are to carryout the enrolment by procuring standardized equipment & personnel and using software, processes and guidelines issued by the NIMC.
- 1.8 Enrolment under the eco-system in Nigeria is free to all persons residing in Nigeria. This is because a large portion of the funding will be utilized for the payment of the licensees for every successful enrolment that generates the NIN. It is a performance based project and not a contract. This funding does not extend to enrolment in Diaspora.

1.9 The NIMC has put in place mechanisms for the protection of data from the point of collection, at transmission, while in storage in the National Identity Database (NIDB) and also in the process of verification and authentication of identities.

1.10 *The NIMC's sole mandate therefore is to provide unique, credible, secure and verifiable identity (anytime and everywhere) and therefore have invested in the latest technology infrastructure, security and processes certifications such as ICAO. The NIMC is championing the passing of the Data Protection & Privacy Bill in Nigeria.*

2.0 Who is the National Identity Management Commission?

2.1 The National Identity Management Commission (NIMC) is an agency of the Federal Government of Nigeria, established by an Act of the parliament titled "National Identity Management Commission Act No 23, 2017".

2.2 The NIMC is governed by the Governing Board, a body comprising of 19 members representing 15 Federal Government Agencies including the Economic and Financial Crimes Commission, offices of the Chief of Defense Staff, National Security Adviser, Department of State Security Services and the Nigerian Police Force.

3.0 What is NIN?

3.1 NIN is the National Identification Number. It is a number unique to the person it is issued to. It is an 11digit number randomly generated on the successful enrolment of a person. **The NIN is not temporary, it is permanent. It does not expire.** It is the identity of the person issued for life and only rested on the death of the person. It is not transferable because it is tied to the biometrics of the person it is issued to.

3.3 It is an Identity token and therefore does not confer citizenship on the holder.

3.3 NIN is issued once in a lifetime and any attempt to re-register is a criminal offence punishable with imprisonment and fine.

3.4 It is issued on a security paper called the NIN Slip, can be digitally sent to the phone or email of the person if so desired.

3.5 Once issued with a NIN, a person can assert/confirm his/her identity anytime and anyplace worldwide.

4.0 Why should I enroll for the NIN/ what are the benefits?

4.1 The enrolment for the NIN is mandatory for all Nigerian citizens (residing in Nigeria & the diaspora) and also for foreigners (other than the non-Nigerian diplomatic community) residing in Nigeria.

4.2 It is the only document permissible by the laws of Nigeria for the 'Identification' of a person in Nigeria.

4.3 It is the only identity token required before services are provided by government

agencies including consular services provided by the Nigerian Embassies and Missions abroad.

4.4 The NIN is a pre-requisite for government & social services and it entitles a holder to be eligible to the following:

- i. The registration on the voters register and the exercise his/her voting rights during elections;
- ii. The issuance and renewal of the Nigerian international passport;
- iii. Opening, activation and operation of a Nigerian bank account;
- iv. Access to consular services in all Nigerian Embassies and Missions abroad.

Kindly visit the www.nimc.gov.ng/policies (specifically the NIMC Act & The Mandatory Use of the NIN Regulation 2017) for detailed transactions requiring the NIN.

5.0 Is there a time frame for the enrolment?

5.1 There is no timeframe. NIMC operates an identity management system. A system that runs 24/7, with ability for persons to update and review their records (modifications or updates) and such records can only be accessed with the consent of the person for verification and confirmation of the identity.

5.2 Children are born every hour of every day and likewise people are dying every hour and every day, thus the National Identity Management System does not have a time frame.

6.0 Why is NIMC not the one carrying out the enrolment in Diaspora but other private companies?

6.1 NIMC has the powers to partner with the private sector to provide services under its mandate. The NIMC is an agency of the Federal Government and has decided to concentrate on its regulatory functions by allowing qualified Companies to carryout the Front End Services (FES).

6.2 The Companies carrying out the FES are only allowed to carryout the NIMC FES in countries they are qualified to operate and are guided by the laid down rules & regulations set out in their respective licenses and also data protection & privacy rules and regulations of those countries.

7.0 With the Bank Verification Number (BVN) why do I need to enroll for the NIN?

7.1 Bank Verification Number is what we call functional number given to an eligible person. Therefore, only persons with bank accounts are eligible for it. It is not mandatory for everyone to obtain the BVN.

7.2 The NIN on the other hand, is an identity token that identifies every individual irrespective of age, gender, financial or other status. It is called the **Foundation Number/ Foundation Identity** that enables the owner to be able to identify him/herself before the bank, hospital, immigration, voter's register and every other transaction. So therefore, it

is the foundation upon which the functional numbers/IDs such as the BVN and all the others rest/rely upon.

8.0 Introduction of NIMC Partners in Diaspora

8.1 NIMC has so far licensed the following companies (in alphabetical order) for the diaspora services: **Please not all licensees below may be active in your country of residence and the list is updated from time to time.**

- i. Biosec Solutions Limited- www.idcard.ng
- ii. CHAMS Consortium Limited- www.chamsplc.com
- iii. Dantata Universal Services & VF Services- www.dantatauniversal.com
- iv. Defcon Systems Limited & OIS Services- www.defcon.com.ng
- v. File Solution/EYE-ID LLC. www.identify.ng; www.identify.com.ng
- vi. Iris Smart Technologies Limited www.irissmart.com
- vii. Kevonne Consults Limited/ Iris ID Systems INC. www.kevonneconsult.com
- viii. National eAuthentication Limited & OIS Services- www.nea.com.ng
- ix. Slogani Consults Nigeria Limited/Mifdo Services & Sellings SARL. www.sloganiconsults.com.ng
- x. Thebez Global Resources - www.nin.thebezglobalresources.com
- xi. UGS Technologies Limited/OrangeHook African Continental/Carvus www.ugsnigeria.com
- xii. Venn Technology Limited- www.nin-egypt.com

Kindly check the Diaspora Portal on the NIMC Website www.nimc.gov.ng for updates on the list of NIMC Licensed Partners (NLP) and the NLPs approved and activated to operate in your country of residence.

9.0 What are the roles of the Diaspora Licensed Partners and how will my data be protected against unauthorized access and use?

- 9.1 The Licensed Partners are representatives of NIMC in diaspora. Their license allows them to provide Front End Services (***enrolment & issuance of the NIN; Card activation & issuance; NIN verification & authentication services and Modification/Updates of data***) in the diaspora for the Nigerian citizens and other diaspora agencies that require the verification and authentication of the NIN presented as identification by Nigerians for the services offered by these diaspora agencies.
- 9.2 The Licensed Partners have restricted access to the information given by the Nigerian Citizens. All information captured on the pre-enrolment portal to the biometric data are captured on NIMC's enrolment software and are sent in an encrypted form to the National Identity Database. The software automatically self-destruct the data once the send key is pressed and successful reception response is received.
- 9.3 A critical condition of the License issued to the Licensed Partners, is the condition for "non-copying", transfer or transmission or use of data in any form other than as provided in their license Agreement.

- 9.4 Also access to information in the database is granted only on ‘limited information’ required for the specific transaction and with the explicit or implicit consent of the Person whose data is to be accessed.
- 9.5 Access is only granted to Licensed Partners. The NIMC system records and audits every transaction request/access coming from each of the Licensees approved systems and communication channels.
- 9.6 NIMC has put in place data protection rules and regulations. All Licensed Partners must comply with those rules. NIMC also is championing the enactment of the National Data Protection & Privacy Bill before the National Assembly.
- 9.7 The NIMC Act under Section 28 has provided punishments in form of fines and imprisonment for unauthorized access and abuse of use of data by both employees of the NIMC, its partners and the general public. Similarly, the Nigerian Cybercrime (Prohibition & Prevention) Act 2015 has provided stiff punishment for these offences. It is also important to note that data protection rules and regulations operating in the diaspora jurisdictions are applicable and corresponding penalties will apply for all breaches.

10. The NIN vs the GMPCard

- 10.1 The NIN is your identity; it is valid for the lifetime of the person. It does not expire. While the card is a General Multipurpose Card and an added bonus, it expires and is renewable every 5 (five) years.
- 10.2 The NIN is not visible on the face of the card. It is in the chip and the on the Magnetic strip and it will require a card reader/ strip to read the chip. While the NIN is clearly printed on the NIN slip.
- 10.3 The NIMC is working on issuing digital NIN slips directly to the mobile phone number and or email address provided by the enrollee. This option will be communicated when ready at the point of biometric data capture of new enrollees. For persons already issued the paper NIN slip, information on how to retrieve the digital NIN Slip will be communicated.

11.0 What is the Process of enrolment in Diaspora?

11.1 Enrolment of Nigerian citizens from 16 years and above:

- i. Check the NIMC Website (Diaspora portal on www.nimc.gov.ng) to confirm the approved and activated Licensed Partner operating in your country of residence;
- ii. Get your breeder documents ready (***A valid Nigerian Passport or an Authentication letter from the Nigerian Embassy/Mission in your Country of residence where you do not have a Nigerian Passport***). That is the document you are going to use to confirm you are a Nigerian Citizens;
- iii. Go to the website of the Licensed Partner of your choice and click the link for “PRE-ENROLMENT” (**CR NEW**). This link will direct you to the pre-enrolment portal of the

National Identity Management Commission. You complete the pre- enrolment processes as directed on the link;

- iv. Once completed, a 2D barcode will be generated immediately. Save the 2D Barcode on your phone or print it out;
- v. Make payment on the site of the Licensed Partner and save evidence of payment on your phone or print it out;
- vi. Book an appointment on the Licensed Partner’s website for the biometric data capture at the address indicated for your country of residence;
- vii. Take along your breeder document, evidence of payment and the 2D Barcode to the office address provided;
- viii. On arrival, your height measurement will be taken. Thereafter the 2D barcode will be scanned and you will be asked to review your information. Once the review is completed your biometrics (10 finger prints, facial picture and signature) will be taken;
- ix. You will be asked to indicate your preference of NIN slip (paper or digital)**
(Note this service is not yet activated. NIMC currently issues the NIN on a security paper).
- x. Your breeder document will be scanned;
- xi. Your enrolment will be sent to the NIMC Backend and a transaction slip will be generated on an ordinary paper and issued to you;
- xii. If there is no issue with your registration (i.e. your biometrics does not resemble another in the NIDB database or you are attempting double registration), your NIN will be sent back immediately;
- xiii. The enrolment officer will then print your NIN on a NIN Slip and issue to you. You will sign a collection register;
- xiv. The NIN is your identity and you will use it in all transactions requiring identity proof.
- xv. Where there is a “hit” on your enrolment (your biometric resembles another existing biometric in the NIDB), You will not be given a NIN Slip but a **Transaction Slip**. You will be notified when your registration is cleared within **2 weeks** of your enrolment.
- xvi. The Database Team at the NIMC office in Abuja, Nigeria will review the “hit”. Where it is a “true hit” it means you have been enrolled before or your data has been transmitted to the NIDB through the ongoing harmonization of data with other federal government agencies & the BVN. Your enrolment will be cleared and your NIN sent to your email address or phone number. You may also contact the office you enrolled to obtain a printed NIN slip.

b. Enrolment of Children of a Nigerian Parent(s) below the age of 16 years.

- i. One of the Nigerian parent must have registered and obtained the NIN before commencement of the under 16years enrolment and the child must present his/her birth certificate.
- ii. Parents are to visit the website of the Licensed Partner of their choice and click the link for “PRE-ENROLMENT”. This link will direct you to the pre-enrolment portal of the National Identity Management Commission for under 16 years enrolment (**ER NEW**). You complete the pre- enrolment processes (including providing the NIN of the parent) as directed on the link.
- iii. Once completed a 2D barcode will be generated immediately. Save the 2D Barcode on your phone or print it out. **Please do not fold the 2D barcode.**
- iv. Make payment on the site of the Licensed Partner and save evidence of payment on your phone or print it out.
- v. Book appointment on the Licensed Partner’s platform.
- vi. Parent takes the child to the location/address provided in the Country with supporting document (NIN of parent for verification) and the original copy of the child’s birth certificate for on-site scanning.
- vii. Children under 16 years will only be issued the NIN and are not eligible for the GMPCard until they reach the age of 16years when their biometrics are fully formed.
- viii. The NIN of the child will be link to the NIN of the parent until the child reaches the age of 16 years and his/her biometric are taken and stored in the NIDB.
- ix. The NIN is the Identity of the child for life and will not change.

12.0 Process for obtaining the General Multipurpose Card “GMPCard”

- i. You follow the above process and obtain the NIN Slip
- ii. Log on to preferred Licensed Partner website.
- iii. Click payment for “GMPCard” and make payment.
- iv. Click on “Card Request”
- v. You will be required to input your names, NIN, payment reference Number and location for pickup in diaspora and click send.
- vi. Your preferred Licensed Partner will send your request instantly to NIMC “Card priority request”;
- vii. Your card will be printed and delivered to the collection center (where you obtained the NIN)
- viii. You will be informed through your preferred means of communication (text message or email) the date and time for activation and collection.

NOTE: Your card will be delivered to your collection center within 6(Six) weeks of submission of your card request by the Licensed Partner.

13.0. GMP Card Pick up and Activation

- i. You will receive an email/text that your card has been delivered with the batch ID, date and time for your pickup;
- ii. Walk-in to the location indicated and present the email/text sent to you with evidence of payment;
- iii. The officer attending to you will request you to verify your fingerprint against the card using an approved card reader;
- iv. You will be asked to input a 4-digit PIN to activate the payment applet.
- v. Your electronic identity (eID), electronic Public Key (ePKI), Match on Card (MOC) and the Payment/Banking applets will be activated.
- vi. You will be requested to sign the collection register.
- vii. Your card is ready for use as an identity card, debit card (for online, POS & ATM transactions once money is loaded on it) and also a travel card as it is ICAO compliant.

NOTE: There is no collection by proxy. You must present yourself for activation and card collection.

14.0. I have registered in Nigeria but have not yet received my card. How do I get the card printed and sent to my diaspora location?

- 14.1 Kindly follow the process illustrated on paragraph 12(ii-vii). Once your card is ready, you will follow the process in paragraph 13 of this document.

15.0 I have changed/amended my name or address or I have made mistake(s) in my information (submitted at enrolment), can I update and change my name, address or any information already stored in the National Identity Database (NIDB)?

- 15.1 Identity Management System is an ongoing live system that is open to amendments/update to ensure the information in the NIDB is current at all times. Yes a person can amend/update their records in the NIDB.

- 15.2 It is done using the service “modification” (**CR or ER Modification as applicable**) of records.

- 15.3 All information submitted at the time of NIN enrolment can be modified as many times as required **EXCEPT for modification of date, month and or year of birth** which is permitted only once in a life time and subject to the approval of the Commission’s governing Board.

a. Modification of all fields other than date, month & year of birth.

- i. Log on to your preferred Licensed Partner’s website
- ii. Click on the payment portal and choose the type of modification you want to update.
- iii. Make payment for the service
- iv. Click on the “modification” portal and complete the online form.
- v. Print or save (on your phone/device) the 2D barcode generated
- vi. Book an appointment
- vii. Take along with you to the location given, the supporting documents **applicable** to the update you require (letter of application indicating reasons for amendment/update; marriage certificate, birth certificate/ statutory declaration of age (as applicable in the country of residence)
- viii. The officer attending to you will verify you on the database and once your identity is confirmed, the officer will make the amendments/updates.

- ix. Where the subject of the update is part of the information on the NIN slip or on the card (if you have acquired one), the officer will reprint a new NIN slip with the amended demographic information. Your NIN remains the same.
- x. If you require a new GMPCard, you reapply for a replacement following the process in item 12(ii-iv)

b. Modification of date of birth

- i. Log on to your preferred Licensed Partner's website
- ii. Complete the form for modification and upload the following documents
 - ✓ An application letter detailing the change(s) with cogent reasons for the change(s).
 - ✓ Documentary evidence of the correct date/month or year of birth certified by a notary public.
- iii. Click send
- iv. Print or save (on your phone/device) the acknowledgement generated
- v. Await the decision of the governing board within 7(seven) working days.

Decision- YES, APPROVED

- i. Decision of the Board is communicated- YES.
- ii. Where the decision is a YES, you will receive a notification through your preferred channel of communication.
- iii. The amendment will be carried out by the approved NIMC Database administration office in Abuja, Nigeria.
- iv. Proceed to book an appointment on the website of your preferred Licensed Partner.
- v. Go to the location indicated with the original of the document certified by a notary public.
- vi. Your identity will be verified and documents scanned.
- vii. Where the subject of the update is part of the information on the NIN slip or on the card (if you have acquired one), the officer will reprint a new NIN slip with the amended demographic information. Your NIN remains the same.
- viii. If you require a new GMPCard, you will reapply for a replacement following the process in item 12(ii-iv)

Decision- NO, DECLINED

- i. Decision of the Board is communicated – NO
- ii. It means you did not submit enough evidence to justify the changes.
- iii. You can re-submit any additional document to convince the Board on the genuineness of your request following steps under 15(b)

16.0 MOBILE ENROLMENT

16.1 It is a special service whereby the Licensed Partner arranges to conduct enrolment outside their normal office address within the country of operation (cities, counties, provinces or other States) where there is a large population of Nigerian Citizens (Clusters).

16.2 The service will be carried out in the following circumstances:

- i. The Licensed Partner receives a request from the representatives of Nigerian Community within the country of operation.

- ii. The Licensed Partner may also as part of their reach-out and business strategy, identify locations within their country of operations where there are large clusters of Nigerian citizens and move their equipment to those locations.

- 16.3 The Service will be carried out on a fixed date(s) and time at a venue communicated to the community.
- 16.4 The Licensed Partner may partner with other Nigerian government agencies such as the Passport office of the Nigerian Immigration Service to co-locate at such clusters and locations where mobile passport issuance are carried out for the enrolment and issuance of the NIN.
- 16.5 All GMPCards printed for enrollees in such locations will be delivered to the cluster locations on agreed date and time for card activation and issuance.
- 16.6 Note that, the 4 (four) weeks timeframe for card delivery may not apply for mobile delivery and activation. The GMPCard may be delivered within the timeframe to the Licensed Partner’s office but activation and collection will be dependent on the date agreed for mobile delivery service with the Cluster Community.
- 16.7 Mobile enrolment, GMPCard delivery (outside the office of the Licensed Partner) and activation are Premium Services (PS). The fees charged to provide these services by Licensed Partner are higher. This is to accommodate additional logistics incurred by the Licensed Partner.
- 16.8 The Licensed partner will assess the request to determine a sizable number of persons are to be enrolled, issued NIN and/or issued GMPCards in any given location.

17.0 DIASPORA SERVICES AND FEES FOR SERVICES AT LICENSED PARTNER’S OFFICE LOCATION

I. SERVICES AT PARTNERS LICENSED OFFICES IN COUNTRIES OTHER THAN AFRICA

S/N	SERVICES	FEES USD (equivalent in other currencies)
1.	Enrolment & NIN Issuance: Persons 16 years and above	50.00
2.	Enrolment & NIN Issuance: Persons below 16 years	40.00
3.	NIN Slip re-issue	5.00
4	NIN Validation	10.00
5.	NIN & Demographic Data Validation	15.00
6.	Biometric Verification	25.00
7.	Modification of all fields other than Date of Birth	10.00
8.	Modification of Date of Birth (Day, Month, Year or all)	35.00
9.	GMPCard Issuance/re-issuance & Activation	35.00
10.	GMPCard Number Authentication	20.00
11.	Request for written Certification/Confirmation of Identity (inclusive of delivery by registered courier)	75.00

II. SERVICES AT PARTNERS LICENSED OFFICES- AFRICAN COUNTRIES

S/N	SERVICES	FEES USD (equivalent in other currencies)
1.	Enrolment & NIN Issuance: Persons 16 years and above	30.00
2.	Enrolment & NIN Issuance: Persons below 16 years	20.00
3.	NIN Slip re-issue	3.00
4.	NIN Validation	5.00
5.	NIN & Demographic Data Validation	10.00
6.	Biometric Verification	15.00
7.	Modification of all fields other than Date of Birth	5.00
8.	Modification of Date of Birth (Day, Month, Year or all)	35.00
9.	GMPCard Issuance/re-issuance & Activation	35.00
10.	GMPCard Number Authentication	10.00
11.	Request for written Certification/Confirmation of Identity (inclusive of delivery by registered courier)	75.00

III. PREMIUM SERVICES AT LOCATIONS OUTSIDE LICENED PARTNERS OFFICES (MOBILE SERVICES)- ALL COUNTRIES

S/N	SERVICES	FEES USD (equivalent in other currencies)
1.	Enrolment & NIN Issuance: Persons 16 years and above	70.00
2.	Enrolment & NIN Issuance: Persons below 16 years	50.00
3.	NIN Slip re-issue	10.00
4.	NIN Validation	15.00
5.	NIN & Demographic Data Validation	20.00
6.	Biometric Verification	30.00
7.	Modification of all fields other than Date of Birth	15.00
8.	Modification of Date of Birth (Day, Month, Year or all)	45.00
9.	GMPCard Issuance/re-issuance & Activation	60.00
10.	GMPCard Number Authentication	30.00
11.	Request for written Certification/Confirmation of Identity (inclusive of delivery by registered courier)	75.00

NOTE: All fees are subject to review and will be communicated as updated.

Please visit www.nimc.gov.ng for the up-to-date information on the Licensed Partners operation in your country of residence and other information on the NIMC. You can also send enquiries/complaints to diaspora@nimc.gov.ng