

COMMUNITY SERVICE BILL, 2017
ARRANGEMENT OF CLAUSES

Clause:

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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and any other financial activity.

In addition, the document highlights the need for regular reconciliation of accounts. By comparing the internal records with bank statements and other external sources, discrepancies can be identified and corrected promptly. This process helps to prevent errors from accumulating and ensures that the books are balanced at all times.

Furthermore, the document stresses the importance of transparency and accountability. All transactions should be supported by proper documentation, such as receipts, invoices, and contracts. This not only provides a clear audit trail but also helps to build trust with stakeholders and regulatory authorities.

Finally, the document concludes by reminding the reader that good record-keeping is essential for the long-term success of any business. It provides a solid foundation for decision-making, financial planning, and compliance with legal requirements.

A BILL

FOR

AN ACT TO PROVIDE FOR AND REGULATE COMMUNITY SERVICE FOR OFFENDERS IN CERTAIN CASES AND TO PROVIDE FOR RELATED MATTERS, 2017

Sponsored by Hon. Johnbull Shekarau

[] Commencement

ENACTED by the National Assembly of the Federal Republic of Nigeria as follows:

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PART I - COMMUNITY SERVICE ORDERS

1.-(1) Where a person is convicted of a minor offence, the Court may, instead of sentencing that person to prison, make a community service order.

Community Service

(2) Before passing a community service order, the court shall consider the circumstances, character and antecedents of the offender and ask him or her whether he or she consents to the order.

(3) Before passing a community service order, the court shall explain to the offender in the language he or she understands, the effect of the order and that if he or she fails in any respect to comply with it, he or she may be liable to be sentenced to such term of imprisonment as the court could have imposed in respect of the offence.

2.-(1) The community service order shall be performed for a period of not more than six months and the offender shall not work for more than five hours a day.

Duration and requirement of community service order

(2) The offender shall be under the supervision of the supervising officer named in the community service order.

(3) The community service order shall contain such requirements as the Court may consider necessary for the supervision of the offender.

(4) The court making the community service order shall give to the

1 supervising officer a copy of the order together with any other documents and
2 information relating to the case.

Breach of
requirement of
community
service order

3 3.-(1) If at any time during the community service period, the
4 offender fails to comply with the requirements of the community service order,
5 the Court may issue a summons requiring the offender to appear before it.

6 (2) The court shall not issue any summons requiring the offender to
7 appear before it except on report by the supervising officer.

8 (3) If the offender does not appear in obedience to the summons, the
9 supervising court shall issue a warrant of arrest.

10 (4) If it is proved to the satisfaction of the supervising court that the
11 offender has failed to comply with any of the requirements of the community
12 service order, the court shall either:

13 (a) vary the order to suit the circumstances of the case; or

14 (b) impose on him or her a fine not exceeding N30,000; or

15 (c) cancel the order and sentence the offender to any punishment
16 which could have been imposed in respect of the offence and if the court thinks
17 fit, reducing the sentence taking into account community service already
18 performed.

19 (5) If a supervising officer employs the offender for his or her
20 personal benefit, the officer shall be liable to a fine not exceeding N500,000 or
21 a term of imprisonment not exceeding one year.

Commission of
further offence

22 4. Where an offender has been ordered to undergo community
23 service conviction by an original court and is convicted by a subsequent court
24 for another offence, the following rules shall apply:

25 (a) the subsequent court may add to the sentence by imposing a term
26 of imprisonment and cancel the order of community service;

27 (b) the subsequent court may take into account the period of
28 community service, served in reduction of the additional imprisonment;

29 (c) where the original court was the High Court and the subsequent
30 court is the subordinate court, the subordinate court shall send the copy of the

1 proceedings to the High Court and on receipt of the proceedings from the
2 subordinate court, the High Court shall proceed under paragraphs (a) and (b)
3 of this section;

4 (d) where the original court was a subordinate court, and the
5 subsequent court is the High Court dealing with the matter at first instance or
6 on appeal or otherwise, the High Court shall proceed under paragraphs (a)
7 and (b) of this section;

8 (e) where a subsequent court has convicted the offender of an
9 offence, that court may pass the sentence other than the imprisonment and
10 order the offender to continue undergoing community service.

11 PART II - AMENDMENT REVIEW AND DISCHARGE OF COMMUNITY

12 SERVICE ORDERS

13 5.-(1) An offender who intends to change his or her place of
14 residence shall inform the supervising officer of his or her intention to do so.

Amendment of
community service
order

15 (2) On receipt of the information, the supervising officer of body
16 shall inform the supervising court of the information giving the details
17 connected with the case.

18 (3) The supervising court shall make appropriate amendment in the
19 Community Service order, and inform the court having jurisdiction for the
20 area where the offender intends to go.

21 (4) The court shall give the offender a copy of the amended
22 community service order which the offender is required to present to the
23 new supervising court.

24 (5) Where an offender commits an offence outside his or her usual
25 area of residence, the community service order shall be enforced in his or her
26 usual area of residence.

27 6.-(1) Where an offender has been ordered to undergo community
28 service for a period of more than four months, the supervising officer shall
29 give a report to a supervising court concerning the offender's performance
30 and general conduct.

Discharge of
community
service order

1 (2) The supervising court based on the report made by the supervising
2 officer, may reduce the period of the community service specified in the
3 community service order by not more than one third where the offender is of
4 good conduct.

5 (3) The supervising officer shall make a report to court on the
6 termination of a community service order.

7 PART III - ARRANGEMENT FOR COMMUNITY SERVICE

Arrangement
for community
service

8 7.-(1) The Minister shall, from time to time, notify the Chief-Justice
9 of the Federation in writing in which places and in which areas arrangements
10 exists for the courts to make community service order.

11 (2) The supervising officer who is to be responsible for the
12 supervision of an offender shall be the officer for the district area for the time
13 being named in the order in which the offender resides, or will reside, and if that
14 supervising officer dies or is unable for any reason to carry out his or her duties,
15 another supervising officer shall be appointed by the supervising court.

16 (3) Where the offender is a female, the supervising officer shall be
17 female.

Community
service order

18 8.-(1) There shall be a committee to be known as the National
19 Committee on Community Service.

20 (2) The National Committee shall be a body corporate with perpetual
21 succession and a common seal, and with power to sue and be sued in its
22 corporate name.

23 (3) The National Committee shall consist of the following:

24 (a) adjudge nominated by the Chief Justice of the Federation;

25 (b) the Secretary of the Nigerian Law Reform Commission (or his or
26 her representative);

27 (c) the Executive Secretary of the National Human Rights
28 Commission;

29 (d) the Director General of the Legal Aid Council;

30 (e) the Director of Public Prosecutions (or his or her representative);

1 (f) the Comptroller General of Prisons (or his or her
2 representative);

3 (g) the Inspector General of Police (or his or her representative);

4 (h) three representatives of non-governmental organizations;

5 (i) two representatives of the public appointed by the Minister;

6 (j) a representative of State Security Service.

7 (4) The Chairperson of the National Committee shall be elected by
8 the members of the Committee from among their number.

9 (5) The Minister may for good cause, revoke the appointment of a
10 person appointed under paragraph 3 of subsection of this section.

11 (6) A chairperson elected under the subsection (4) of this section
12 shall hold office for one year but shall be eligible for reelection.

13 (7) The functions of the National Committee shall be:

14 (a) to monitor the operation of community service in all its aspects
15 and to liaise and communicate with any officer or persons responsible for
16 the matter in issue;

17 (b) to propose measures for effective operation of community
18 service;

19 (c) to receive and consider any complaints or views and make
20 recommendations where possible, on the nature of community service by
21 the offender;

22 (d) to supervise the work of the supervising officer and in that
23 regards to co-ordinate its activities with the supervising courts;

24 (e) to undertake any other function required of it under any law for
25 the proper implementation of the Bill.

26 (8) The Committee shall have State Committees whose
27 composition and functions shall be as specified by the Minister in
28 consultation with the National Committee and the State Attorney General
29 and Commissioner for Justice.

Regulations
and guidelines

- 1 9.-(1) The Minister may make regulations prescribing:
2 (a) the duties of the supervising officers;
3 (b) in consultation with the National Committee and the State
4 Attorney-General and Commissioner for Justice on the composition and
5 functions of the State Community service committees;
6 (c) any other matters that are necessary for the proper implementation
7 of this Bill;
8 (d) any forms necessary for the purposes of this Bill.

- 9 (2) The Minister may also issue guidelines as to the categories of
10 persons suitable to be appointed as supervising officers and the nature of work
11 considered suitable for community service and in respect of any matter which
12 appears to the Minister necessary for the proper implementation of this Bill.

Transitional
provision

- 13 10. Notwithstanding any provision of this Bill, all offenders serving
14 punishment of imprisonment imposed on them within the last six months
15 before the coming into force of this Bill may be allowed to apply for
16 community service if otherwise eligible.

Interpretation

- 17 11. In this Act, unless the context otherwise requires:
18 "community service" means noncustodial punishment by which after
19 conviction, the court with consent of the offender makes an order for the
20 offender to serve the community rather than undergo imprisonment;
21 "community service order" means an order made under this Bill requiring an
22 offender to perform work within the community for a specified period of time;
23 "community service period" means the period for which an offender is to
24 perform work;
25 under the community service order;
26 "court" means the High Court, or a subordinate court;
27 "Minister" means the Honourable Attorney General and Minister for Justice;
28 "Minor offence" means an offence for which the court may pass a sentence of
29 not more than two years imprisonment;
30 "National Committee" means the National Committee on Community Service

1 established by section 10 of this Bill;
2 "offender" means a person who has been ordered to undergo community
3 service;
4 "original court" means the court which tried the offence in relation to which
5 the community service order was made;
6 "supervising court" means the court which made the community service
7 order includes a court of similar jurisdiction where the offender might
8 subsequently reside;
9 "Supervising officer" means an officer appointed by the court to supervise
10 the offender during the community service.

11 12. This Bill may be cited as the Community Service Bill, 2017. Short Title

EXPLANATORY MEMORANDUM

The objective of this Bill is to provide for community service for persons who commit minor offences, in order inter alia:

(a) to reduce congestion in prisons;

(b) to rehabilitate prisoners in their communities by doing productive work;

(c) to prevent minor offenders mixing with hard core criminals.

The Bill seeks to empower a Court which convicts a person of a minor offence, to direct the offender, with the consent of the offender to perform community service in lieu of imprisonment.

The Bill further makes provision for other matters relating to community service.

