NATIONAL BOARD FOR TECHNICAL EDUCATION

Plot B, Bida Road, P. M. B. 2239, Kaduna

SECTOR-WIDE POLICY FRAMEWORK ON CERTIFICATE SECURITY AND INTEGRITY IN NIGERIAN TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET) INSTITUTIONS

1.0 Introduction

The integrity of academic certificates is the bedrock of Nigeria's Technical and Vocational Education and Training (TVET) system. The recent forgery scandal at some TVET institutions highlights urgent vulnerabilities in certificate issuance, verification, and oversight processes. To safeguard credibility and public trust, NBTE requires a uniform policy framework applicable across all TVET institutions.

2.0 Objectives

a) To eliminate forgery and racketeering in TVET institutions' certificate issuance.
b) To establish robust and tamper-proof systems for certificate production and verification.
c) To ensure alignment with national and global best practices.
d) To strengthen institutional accountability and deterrence against malpractice.

3.0 Core Policy Provisions

3.1 Certificate Design and Security Features

a) Adoption of tamper-proof certificates with advanced security elements (e.g., holograms, QR codes, microtext, and watermarking).
b) Uniform design templates approved by NBTE to standardize authenticity across all TVET institutions.

3.2 Digital Certificate Verification System (DCVS)

a) Introduction of a centralized **Digital Verification of Certificates** for all institutions under the ERP platform.
b) Mandatory upload of graduate records by institutions within six (6) months of graduation/convocation.
c) Employers, NYSC, and other agencies to verify credentials exclusively via the ERP platform.

3.3 Institutional Oversight and Internal Controls

a) Establishment of Certificate Security Units (CSUs) within Registrars' offices.
b) Periodic internal audits on certificate production and issuance.
c) Requirement for dual authorization (Registrar + Rector) before release of certificates or verification letters.

3.4 Governing Council and Management Roles

a) Councils to restrict their role to policy oversight and avoid interference in certificate processes.
b) Management to ensure full accountability through traceable logs of certificate production and verification requests.

3.5 Disciplinary and Legal Measures

a) Staff found complicit in forgery to face dismissal and blacklisting across all TVET institutions.

b) Institutions to report forgery cases to law enforcement and NBTE within **72 hours** of detection.
c) NBTE to collaborate with security agencies for coordinated investigation and prosecution.

3.6 Capacity Building and Sensitization

a) Regular training for Registrars, ICT staff, and certificate-handling officers on secure practices.
b) Sector-wide sensitization of students and staff on the consequences of forgery.

4.0 Monitoring and Evaluation

a) NBTE Inspectorate Department to conduct **annual certificate security audits** in all TVET institutions.

b) Development of performance indicators (e.g., timeliness of uploads, forgery cases reported, compliance with security features).
c) Non-compliant institutions to face sanctions, including suspension of accreditation.

5.0 Conclusion

This framework is designed to safeguard the integrity of Nigerian TVET institutions' certificates, restore public confidence, and align with international standards. NBTE's leadership role in developing and enforcing this framework will ensure that certificate forgery becomes nearly impossible within the TVET sector.

[INSTITUTION LOGO]

[INSTITUTION NAME]

OFFICE OF THE REGISTRAR

Ref: XXX/REG/VER/XXX   Date: ....

TO WHOM IT MAY CONCERN

This is to confirm that:

Name of Graduate: ....
Matriculation Number: ....
Programme of Study: ....
Qualification Obtained: ND/HND in ....
Date of Award: ....
Certificate Serial Number: ....

is a **bona fide graduate** of (Institution Name).

The certificate issued to the above-named has been duly verified and found to be **authentic**.

Verification Reference Number: XXX/VER/2025/XXXXXX

Authorization Code: ....

Registrar .... Official Stamp/Seal ....

Security Features: QR Code, Reference Number, Digital Signature, Authorization