# TARABA INVESTMENT PROMOTION AGENCY (TARIPA)

the <u>Taraba Investment Promotion Agency (TARIPA)</u> Establishment Law of 2021 and its mandate to attract and facilitate investments, here are two key **regulatory processes** and their corresponding **Standard Operating Procedures (SOPs)** that support business entry and investor confidence in Taraba State.

## Regulatory Process 1 Investment Project Registration & Facilitation

### **Objective:**

To formally register and support new investment projects in Taraba State, ensuring they receive coordinated assistance across relevant MDAs.

### Step-by-Step SOP

Step Action		Responsible Unit	Timeline
1	Investor submits Expression of Interest (EOI)	TARIPA Registry Unit	Day 1
2	Review EOI and issue registration form	Investment Desk	Within 2 working days
3	Investor completes and returns form with supporting documents	Investor	Within 5 working days
4	Conduct project screening and sectoral mapping	Technical Unit	Within 3 working days
5	Assign Relationship Officer and issue Investment Certificate	Facilitation Unit	Within 5 working days
6	Coordinate inter-agency support (land, permits, incentives)	TARIPA + MDAs	Ongoing (within 2 weeks)

#### **Compliance Checklist**

- [] EOI received and acknowledged
- [] Registration form issued and returned
- [] Project screened and mapped to sector
- [] Investment Certificate issued

- [] Relationship Officer assigned
- [] Support services coordinated across MDAs

#### MDAs Involved:

- TARIPA (Lead)
- Ministry of Commerce & Industry
- Taraba Geographic Information Service (TAGIS)
- Ministry of Environment & Climate Change
- Taraba State Internal Revenue Service (TIRS)

# Regulatory Process 2: Investment Incentive Application & Approval

### **Objective:**

To process investor applications for state-approved incentives such as tax holidays, land rebates, and fast-track permitting.

## Step-by-Step SOP

Step Action		Responsible Unit	Timeline
1	Investor submits incentive application	TARIPA Incentives Desk	Day 1
2	Verify eligibility and documentation	Legal & Policy Unit	Within 5 working days
3	Forward application to Incentives Committee	TARIPA Secretariat	Within 2 working days
4	Committee reviews and recommends approval	Incentives Committee	Within 7 working days
5	Issue Incentive Approval Letter	TARIPA Director's Office	Within 3 working days
6	Monitor compliance and benefit utilization	Monitoring & Evaluation Unit	Quarterly reviews

### Compliance Checklist

• [] Application received and logged

- [] Eligibility verified
- [] Committee review completed
- [] Approval letter issued
- [] Incentive tracked and monitored

### MDAs Involved:

- TARIPA (Lead)
- Ministry of Finance, Budget & Economic Planning
- Taraba State Board of Internal Revenue (TIRS)
- Ministry of Lands & Survey
- Office of the Secretary to the State Government (SSG)

