



156 161
OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION

FEDERAL MINISTRY OF FINANCE
TREASURY HOUSE

Samuel Ladoke Akintola Boulevard. P.M.B 701 5, Gorki, Abuja, Nigeria Tel:
070-98202056. E-mail: maihoagfnigeria@yahoo.com Website: www.oagf.gov.ng

Ref. No TRY A4 & B4/2012
OAG F/CAD/026/V1/166

7th June, 2012

Federal Treasury Circular

To:

The Chief of Staff to the President,
The Deputy Chief of Staff, Office of the Vice President,
All Honourable Ministers,

- * The Secretary to the Government of the Federation,
- The Head of Civil Service of the Federation,
- All Special Advisers,
- All Service Chiefs/Inspector-General of Police,
- The Governor, Central Bank of Nigeria,
- The Chairman, Federal Civil Service Commission,
- All Federal Permanent Secretaries,
- The Auditor-General for the Federation,
- The Secretary, National Judicial Commission,
- The Clerk of the National Assembly,
- The Chief Registrar, Supreme Court of Nigeria,
- All Directors-General/Chief Executives of
Extra-Ministerial Departments and Agencies,
- All Directors of Finance and Accounts,
- † All Heads of Accounts Divisions,
- All Zonal Coordinators (OAGF),
- The Sub-Treasurer of the Federation,
- All Heads of Internal Audit Units,
- All Federal Pay Officers

Re: Monthly Return on Payment to Contractors

This is to refer to Treasury Circular Ref. No. TRY/A2&B2/2G12 aateo 26th March. 2012 on the rendition of Monthly Returns on Payments to Contractors.


It is noted that despite the requirement of the Circular, only very few IviDAs made returns It is important to mention that where no payment is made in any month, a nil return should be submitted.

3. In view of the directive of Mr. President that all Ministries, Departments and Agencies (MDA) should submit their detailed monthly summary of Payments to Contractors starting from January 2012, the Office of the Accountant-General of the Federation (OAGF) will henceforth tie the cash-backing of the monthly allocation to the timely submission of the monthly returns.

4. Meanwhile, in view of the need to have a global view of the payments to the contractors, the returns should be made on the revised template attached herewith in Microsoft excel, hard and soft copies.

5. As earlier stated in the Circular under reference, outstanding Returns in the revised format for January 2012 to May 2012 should accordingly be submitted to OAGF for the attention of the Director, CAD **on or before 15th June, 2012**, failing which the sanction mentioned in paragraph 3 above will apply. Thereafter, subsequent Returns should be submitted **not later than 15th** of the succeeding month.

6. All Accounting Officers are hereby enjoined to bring the contents of this circular to the prompt attention of their Accounts and Audit Staff for strict compliance.


J.O. Otunla, FCA
Accountant-General of the Federation

OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION
FEDERAL MINISTRY OF FINANCE
TREASURY HOUSE, ABUJA

1
ZW
--!jr

NAME OF ORGANIZATION:

MONTHLY RETURN ON PAYMENTS MADE TO CONTRACTORS AS PER APPROVED FEDERAL EXECUTIVE COUNCIL EXECUTED CONTRACTS FOR THE MONTH OF 2012/20

S/N.	Date of Issuance of Due Process Cert	Name/Particulars of Contractor	Address and Phone Nos. of Contractor(s)	Purpose of Payment	FEC Approval Ref. No.	Contract Sum (N)	Total Amount Paid				Cummulative Payment	Outstanding Amount	Date of Payment	Remarks Ongoing/Completed
							Local Currency	Foreign Currency	Exh. Rate.	Total =N= Equival.				
						a	b	C	d	e = [b + (c*d)]	f	g = [e - f]		
						Total								

Certification by the Accounting Officer:
 Name: _____
 Designation: _____
 Signature: _____
 Date