

**OFFICE OF THE ACCOUNTANT GENERAL OF THE FEDERATION  
FEDERAL MINISTRY OF FINANCE**

**CONSOLIDATED ACCOUNTS DEPARTMENT  
INTERNAL MEMO**

3<sup>rd</sup> September, 2021.

To  
Director, Revenue & Investment  
Director, Funds  
Director, ATM  
Director, TSA/E Collection  
Director, Federation Account  
Director, STF  
Director, Inspectorate  
Director, Administration  
Director, Special Duties  
Director, IPPIS  
Director, FPFMB  
Director, Audit Monitoring  
Director, Finance and Account  
Director, PRS  
Director, Press  
Director, Consolidate Account Department  
Director, ICT  
Director, General Services  
Director, Legal Unit  
Project Manager, GIFMIS  
Director, Procurement  
Director, Library

**NOTICE OF ACCOUNTANT-GENERAL OF THE FEDERATION'S  
QUARTERLY MEETING WITH DFAs/DIA/HEADS OF ACCOUNT/  
INTERNAL AUDIT.**

This is to inform you that the quarterly meeting has been scheduled to hold VIRTUALLY as a result of the COVID-19 Pandemic.

2. The meeting which is for the Third quarter 2021 is scheduled as follows:

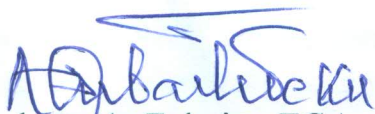
Date: Tuesday 21<sup>st</sup> September, 2021

Time: 2.00pm

Platform: Zoom

3. Please you are to submit report of your departments activities covering the previous quarter and any other pertinent information. Your report should reach the undersigned for compilation on or before 14th September, 2021.

4. Thank you for your cooperation.

A handwritten signature in blue ink, appearing to read 'Salawu A. Zubairu', with a stylized flourish above it.

Salawu A. Zubairu *FCA, mni*

Director Consolidated Accounts Department.

For: Accountant General of the Federation.