



OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION

FEDERAL MINISTRY OF FINANCE

TREASURY HOUSE

Plot 1570, Samuel Ladoke Akintola Boulevard. P.M.B 7015, Garki II, Abuja, Nigeria.

Tel: 070-98202056, E-mail: oagfnigeria@yahoo.com

Website: www.oagf.gov.ng

OAGF/30/ABJ/IV/T/107^{T1}

25th April, 2024

Directors

Heads of Zonal Offices

Heads of Federal Pay Offices

**SUBMISSION OF DETAILS OF OFFICERS ON STUDY LEAVE
OR LEAVE OF ABSENCE**

I am directed to inform all Treasury Officers under the Pool of the Accountant-General who are on **Study Leave** or **Leave of Absence** to forward their details using the attached templates.

2. The information is needed for planning purposes. Responses are to be sent in softcopy **only** to the following email addresses: director.administration@oagf.gov.ng and dd.apd@oagf.gov.ng. Evidence(s) of approval for study leave or leave of absence, admission letter including other relevant documents should be attached in the email. The online submission is expected **on or before 2nd May, 2024**.

3. All Directors (Finance & Accounts) and Heads of Departments should bring the memo to the attention of all Treasury Officers in their respective MDAs.

4. Please treat as urgent.


Musa A. Raheem

Director (Administration)

for: Accountant-General of the Federation

