



OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION
FEDERAL MINISTRY OF FINANCE
ADMINISTRATION DEPARTMENT

OAGF/ADM/2024/PROM/VOL.I/2

8th May, 2024.

CIRCULAR

The Secretary to the Government of the Federation,
The Head of the Civil Service of the Federation,
The Chairman, Federal Civil Service Commission,
Permanent Secretaries,
Special Advisers/Senior Special Assistants,
Service Chiefs/Inspector-General of Police,
Auditor-General of the Federation,
Surveyor-General of the Federation,
Directors-General/Chief Executives,
Executive Secretaries of Parastatals and Agencies,
All Directors (OAGF),
All Directors of Finance and Accounts,
All Directors, Internal Audit,
All Heads of Accounts and Internal Audit,
Zonal Treasury Coordinators (OAGF),
Federal Pay Officers (OAGF).

COMMENCEMENT OF YEAR 2024 SSC PROMOTION EXERCISE FOR OFFICERS ON SALARY GRADE LEVELS 06 – 13 UNDER THE POOL OF THE OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION (OAGF).

I am directed to inform you that the Office of the Accountant-General of the Federation has commenced preliminary preparation for the year 2024 Promotion Examination in respect of officers on Salary Grade Levels **06 – 13** under the pool of this office.

2. Consequently, you are kindly requested to forward the Vacancy Returns, Eligibility list, **two (2) years APER Scores and one (1) year PMS score** in respect of eligible officers on **SGL 07 – 13** who obtained their last promotion on

or before **01/01/2021**; **one (1) year APER Score and one (1) year PMS score** for officers on **SGL 03 – 05** who obtained their last promotion on or before **01/01/2022** respectively.

3. All returns should be made in Excel format (soft and hard copies) and must be duly authenticated by the Director (Admin/HRM) of the relevant MDAs. All submissions should reach the OAGF on or before **Monday, 3rd June, 2024** using the attached template.

4. You are requested to note that officers not in the pool of the OAGF can only be considered based on the recommendation of the Senior Staff Committee(SSC) of their respective MDAs that are in the mainstream of the Federal Civil Service, **not in Agencies** that have the autonomy to employ their own staff.

5. Directors, Administration/Human Resource Management of all MDAs are required to personally verify the information on each candidate before submission for which they will be held responsible.

6. Please, treat as urgent and bring the content of this circular to the attention of all concerned officers for strict adherence.


Musa A. Raheem

Director (Administration)

For: Accountant-General of the Federation.

