



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

Ref. No: OAGF/ADM/802/VOL.I/178

3<sup>rd</sup> July, 2025.

**CIRCULAR**

To:

Directors in OAGF Headquarter,  
Directors (Finance & Accounts) across MDAs,  
Directors (Internal Audit) across MDAs  
Heads of Federal Pay Offices (FPOs).

**RE: VERIFICATION EXERCISE OF SERVICE-WIDE PERSONNEL, RECORDS OF**  
**OFFICERS UNDER THE POOL OF THE OFFICE OF THE ACCOUNTANT-**  
**GENERAL OF THE FEDERATION (OAGF)**  
**REMINDER 1**

I am directed to refer to our earlier circular **ref. no.:OAGF/ADM/802/VOL.I 175** dated **16th April, 2025** on the above subject and to observe that your organization is yet to submit its staff nominal roll as requested.

2. In view of the above, all affected MDAs are requested to forward their duly completed nominal roll using the attached template on or before **Monday, 7th July, 2025**, to avoid sanctions.
3. Note that the submission must be in **Excel format**, accompanied by a **scanned authentication sheet** to the email address: [director.administration@oagf.gov.ng](mailto:director.administration@oagf.gov.ng). For further enquiries, please contact: **0802 423 7657, 0706 600 0900, or 0703 109 1041**.
4. Kindly ensure that the content of this circular is disseminated to all pool staff to guarantee full participation in the exercise.
5. Please accept the assurances of the Accountant-General of the Federation's highest regards.

**Dauda Abdulhamid**  
**Director (Administration)**  
**For: Accountant-General of the Federation**





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

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16<sup>th</sup> April, 2025.

**CIRCULAR**

To:

Directors in OAGF Headquarter,  
Directors (Finance & Accounts) across MDAs,  
Directors (Internal Audit) across MDAs  
Heads of Federal Pay Offices (FPOs).

**VERIFICATION EXERCISE OF SERVICE-WIDE PERSONNEL, RECORDS OF OFFICERS UNDER THE POOL OF THE OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION (OAGF)**

Following the **Service-wide Nominal Roll Update for Officers under the Pool of the OAGF** and in line with the Accountant-General of the Federation's (AGF) commitment towards establishing a standardized and reliable Personnel Record, The AGF has approved the conduct of a **Personnel Audit Exercise** in the Headquarter, Federal Pay Offices, and all Ministries, Departments, and Agencies under the pool of the OAGF.

2. To facilitate this process, all affected MDAs are required to complete the attached template, accurately and in full. All desk officers should ensure compliance with the circular under reference in paragraph "1" before forwarding the duly completed template on or before the deadline to avoid being classified as ghost-worker(s).
3. Completed **templates in excel format** and **scanned authentication sheet** should be submitted **on or before 2nd May, 2025**, via email to the Office of the Director Administration at: **director.administration@oagf.gov.ng** For further enquiries, contact: **0802 423 7657, 0706 600 0900** or **0703 109 1041** please.
4. Kindly ensure that the content of this circular is disseminated to all pool staff to guarantee full participation in the exercise.
5. Please accept the assurances of the Accountant-General of the Federation's highest regards.

**Dauda Abdulhamid**  
**Director (Administration)**  
**For: Accountant-General of the Federation**



**[MDA Letterhead]**  
**ANNEXURE I**  
**AUTHENTICATION SHEET**

**[Date]**

**To: The Accountant-General of the Federation**

Office of the Accountant-General of the Federation  
Treasury House,  
Samuel Ladoke Akintola Boulevard,  
Garki II, Abuja.

**RE: VERIFICATION EXERCISE OF SERVICE-WIDE PERSONNEL, RECORDS OF  
OFFICERS UNDER THE POOL OF THE OFFICE OF THE ACCOUNTANT-GENERAL  
OF THE FEDERATION (OAGF)**

We the undersigned being the Director/Head Finance and Accounts or Internal Audit and Director/Head of Human Resources **[Name of MDA]** hereby certify that the information and data contained in our submission to the Office of the Accountant-General of the Federation are correct and accurate.

2. We understand that any false information included herein may attract appropriate sanction.

**Signed**

**Director/Head of Human Resources**

**Date:.....**

**Director/Head Finance and Accounts/  
Internal Audit**

**Date:.....**



## **MDA; YET TO SUBMIT NOMINAL ROLL TO THE OAGF**

<b>S/N</b>	<b>MDA</b>	<b>CHECKED</b>
1.	Federal Ministry of Marine and Blue Economy	
2.	Federal Ministry of Aviation & Aerospace Development	
3.	Ministry of Solid Minerals Development,	
4.	Ministry of Mines Development,	
5.	Federal Ministry of Arts, Culture & The Creative Economy	
6.	Ministry of Regional Development,	
7.	Auditor-General for the Federation,	
8.	Commandant General, Nigeria Security & Civil Defence Corps <b>(NSCDC)</b> ,	
9.	Comptroller-General, Nigerian Immigration Services,	
10.	Comptroller-General, Nigerian Correctional Service,	
11.	Chief of Defence Space Administration,	
12.	Chairman, North-East Development Commission <b>(NEDC)</b> ,	
13.	Chairman, National Hajj Commission of Nigeria <b>(NAHCON)</b> ,	
14.	Chairman, Chartered Institute of Project Managers of Nigeria,	
15.	Chairman, Federal Character Commission <b>(FCC)</b>	
16.	Chairman, Fiscal Responsibility Commission,	
17.	Chairman, Industrial Arbitration Panel,	

<b>S/N</b>	<b>MDA</b>	<b>CHECKED</b>
18.	Chairman, Institute of Chartered Chemists of Nigeria ( <b>ICCON</b> ),	
19.	Chairman, Military Pensions Board	
20.	Chairman, National Population Commission ( <b>NPC</b> ),	
21.	Chairman, Nigerian Law Reform Commission,	
22.	Chairman, Police Service Commission ( <b>PSC</b> ),	
23.	Chairman, Presidential Livestock Reforms Implementation Committee,	
24.	Chairman, Competition and Consumer Protection Tribunal ( <b>CCPT</b> ),	
25.	Chairman/CEO, National Salaries, Incomes & Wages Commission ( <b>NSIWC</b> )	
26.	Chief Executive Officer, Nigerian Consumer Credit Corporation,	
27.	Chief Executive Officer, Federal Competitive Consumer Protection Commission ( <b>FCCPC</b> ),	
28.	Administrator/Chief Executive Officer, Public Service Institute of Nigeria ( <b>PSIN</b> )	
29.	Director General/CEO, National Broadcasting Commission ( <b>NBC</b> )	
30.	Director General, Budget Office of the Federation ( <b>BOF</b> ),	
31.	Director General, Debt Management Office ( <b>DMO</b> )	
32.	Director General, National Environmental Standards and Regulations Enforcement Agency ( <b>NESREA</b> ),	
33.	Director General, National Board for Technology Incubation ( <b>NBTI</b> ),	
34.	Director General, Nigeria Centre for Disease Control and Prevention ( <b>NCDC</b> ),	
35.	Director General, National Space Research and Development Agency ( <b>NASRDA</b> ),	

<b>S/N</b>	<b>MDA</b>	<b>CHECKED</b>
36.	Director General, National Senior Citizens Centre <b>(NSCC),</b>	
37.	Administrative Staff College of Nigeria <b>(ASCON)</b>	
38.	Director General, Bureau of Public Procurement <b>(BPP)</b>	
39.	Director General, Bureau of Public Enterprise <b>(BPE)</b>	
40.	Director General, Directorate of Technical Cooperation in Africa <b>(DTCA),</b>	
41.	Director General, Nigeria Agricultural Quarantine Service <b>(NAQS),</b>	
42.	Director General, Small and Medium Enterprises Development of Nigeria <b>(SMEDAN),</b>	
43.	Director-General/CEO, Nigerian Safety Investigation Bureau <b>(NSIB),</b>	
44.	Director General/ Chief Executive Officer, National Oil Spill Detention and Response Agency <b>(NOSDRA)</b>	
45.	Managing Director/Chief Executive Officer, Federal Airports Authority of Nigeria <b>(FAAN),</b>	
46.	Managing Director/CEO, Nigeria Electricity Liability Management Ltd <b>(NELMCO),</b>	
47.	Executive Secretary/CEO of the Nigerian Investment Promotion Commission <b>(NIPC),</b>	
48.	Chief Executive, Nigerian Upstream Petroleum Regulatory Commission <b>(NUPRC)</b>	
49.	Chief Executive Officer, Medical and Dental Council of Nigeria <b>(MDCN),</b>	
50.	Executive Director/CEO, National Primary Health Care Development Agency <b>(NPHCDA),</b>	
51.	Registrar/CEO, Council for the Regulation of Freight Forwarding in Nigeria <b>(CRFFN),</b>	
52.	The Registrar, Joint Admissions Matriculation Board <b>(JAMB),</b>	
53.	Executive Secretary, Nigerian Christian Pilgrims Commission,	

<b>S/N</b>	<b>MDA</b>	<b>CHECKED</b>
54.	Director General, Office for Strategic Preparedness and Resilience ( <b>OSPRES</b> )/ National Centre for the Coordination of Early Warning and Response Mechanisms, Nigeria	
55.	Chief Executive, New Partnership for Africa's Development ( <b>NEPAD</b> ),	
56.	National Commissioner/CEO, Nigeria Data Protection Commission ( <b>NDPC</b> ),	
57.	Executive Director/CEO, National Commission for Persons with Disabilities ( <b>NCPWD</b> ),	
58.	Executive Secretary/CEO, National Commission for Almajiri and Out-Of-School Children Education,	
59.	Managing Director, National Hydroelectric Power Producing Areas Development Commission ( <b>N-HYPPADEC</b> ),	
60.	Managing Director/CEO, Rural Electrification Agency ( <b>REA</b> ),	
61.	The Chairman/CEO Nigeria Electricity Regulatory Commission ( <b>NERC</b> )	
62.	Executive Secretary/CEO, National Agricultural Land Development Authority ( <b>NALDA</b> ),	
63.	Executive Secretary, Nigeria National Merit Award ( <b>NNMA</b> ),	
64.	Executive Secretary, Federal Government Staff Housing Loans Board ( <b>FGSHLB</b> ),	
65.	National Coordinator, Nigeria AfCFTA Coordination Office,	
66.	Chief Commissioner, Public Complaints Commission,	
67.	Administrator, Presidential Amnesty Programme,	
68.	Registrar/Chief Executive Officer, Nigerian Council of Food Science and Technology ( <b>NiCFost</b> ),	
69.	Registrar/Chief Executive Officer, Council of Nigerian Mining Engineers and Geoscientists ( <b>COMEG</b> ),	
70.	Registrar/CEO, Council for the Regulation of Freight Forwarding in Nigeria ( <b>CRFFN</b> ),	



<b>S/N</b>	<b>MDA</b>	<b>CHECKED</b>
71.	The Director General, Nigeria Hydrological Service Agency	
72.	The Managing Director/CEO, Federal Road Maintenance Agency ( <b>FERMA</b> )	
73.	The Chairman, Independent Corrupt Practice and other Related Offences Commission ( <b>ICPC</b> )	
74.	The President, Council for the Regulation of Engineers ( <b>COREN</b> )	
75.	Director-General, National Emergency Mgt. Agency ( <b>NEMA</b> ),	
76.	Director-General, National Lottery Regulatory Commission ( <b>NLRC</b> ),	
77.	Executive Secretary, National Lottery Trust Fund,	
78.	Executive Secretary, Nigeria Communications Commission ( <b>NCC</b> ),	
79.	Executive Secretary, Nigeria Police Trust Fund,	
80.	Registrar-General Corporate Affairs Commission ( <b>CAC</b> ),	
81.	Registrar/CEO, Environmental Health Council of Nigeria ( <b>EHCON</b> ),	
82.	Registrar, Surveyors Council of Nigeria,	
83.	The Secretary to the Board, Civil Defence, Immigration and Prisons Service Board ( <b>CDIPB</b> )	
84.	Director General / CEO, Raw Material Research and Development Council	
85.	The Director-General/Chief Executive Officer, Nigeria Atomic Energy Commission	
86.	The Director-General, Nigeria Geological Survey Agency	
87.	The Director-General, The National Council on Climate Change ( <b>NCCCC</b> )	