



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

TRO.131/T

INTERNAL CIRCULAR

**To: Directors (OAGF Treasury House & FTA Orozo);
Heads of Units and;
Zonal Coordinators/Heads of Federal Pay Offices**

**RE: REQUEST FOR STAFF NOMINAL ROLL FOR THE PURPOSE OF
ASSETS DECLARATION**

I am directed to inform you that the Code of Conduct Bureau (CCB), vide Circular Ref.: CCB/HQ/A&LAD/OAGF/108/G/III/348 dated **26th August, 2026**, has requested the **submission** of an **updated Staff Nominal Roll** to facilitate the Assets and Liabilities Declaration exercise.

2. Consequently, **all Directors (OAGF Treasury House & FTA Orozo), Heads of Units and Zonal Coordinators/Heads of Federal Pay Offices** are hereby requested to forward their nominal roll returns as follows:

- (a) Hard copy to the office of the undersigned; and
- (b) Soft copy (**in Excel format**) via email to: **kobisesan@oagf.gov.ng**

3. The required template for the submission is as attached. All returns should be forwarded to the office of the **Director (Administration)** on or before **Tuesday, 2nd September, 2026**.

4. Please, treat as urgent and ensure strict compliance.

A.T. Mohammed, MCIPM, FInstTA
Director (Administration)
For: Accountant-General of the Federation
28th August, 2026

NOMINAL ROLL TEMPLATE

NAME OF DEPARTMENT/OFFICE:

[illegible]