



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

10th September, 2026

INTERNAL CIRCULAR

To: All Directors (OAGF Treasury House and FTA Orozo),
All Heads of Unit and,
Zonal coordinators/Heads of Federal Pay Offices.

**RE: GROUP LIFE ASSURANCE COVER FOR EMPLOYEES OF THE
FEDERAL GOVERNMENT 2026/2027.**

I am directed to inform you that Head of Civil Service of the Federation vide Circular Ref: HCSF/SWO/IAD/GLA/018/111/317 dated 24th August 2026 has requested for the submission of an updated staff Nominal Roll in respect of the mandatory Group Life Assurance Scheme in compliance with the provisions of section 4 (5) of the pension reform Act 2014 for the year 2026/2027 policy year.

2. Accordingly, all directors (OAGF Treasury House and FTA Orozo), Heads of unit and Zonal coordinators/ Heads of federal pay offices are hereby requested to forward their nominal roll and return as follows:

(a) Hard copy to the OAGF the Pension Office

(b) Soft copy in (Excell 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 pension office on or before 17th September, 2026.

4. Please treat as urgent and ensure strict compliance.

A.T. Mohammed, MCIPM, FInst, TA

Director (Administration)

for: Accountant-General of the Federation.

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