

CIRCULAR

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Office of the Head of the Civil Service
of the Federation
Permanent Secretary, Career Management Office
Federal Secretariat Phase II
Abuja

13th December, 2016

- Chief of Staff to the President, C-in-C
- Deputy Chief of Staff to the Vice President
- Chief Justice of Nigeria
- All Honourable Ministers/Ministers of State
- Special Advisers/Senior Special Assistants
- Service Chiefs/Inspector-General of Police
- The Chairman, Federal Civil Service Commission
- All Permanent Secretaries
- The Chairman Police Service Commission
- Accountant-General of the Federation
- Auditor-General for the Federation
- Surveyor-General of the Federation
- Chief Registrar Supreme Court of Nigeria
- Directors-General and Chief Executives of Parastatals/
Agencies



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NEED FOR STRICT COMPLIANCE WITH ALL POSTING INSTRUCTIONS SERVICE-WIDE

The Head of the Civil Service of the Federation has observed with dismay, the unethical trend by which some officers under the Common Pool of the Office of the Head of the Civil Service of the Federation, flagrantly disregard Posting Instructions. Any officer caught doing so would be breaching the provisions of Section 030301 of the Public Service Rules (PSR).

2. Another disturbing development is the belief by some Ministries, Departments and Agencies (MDAs) that they could unilaterally effect some amendments/changes on any Posting Instructions without recourse to the Office of the Head of the Civil Service of the Federation. This is an offence and any officer found culpable would be sanctioned according to the provisions of the relevant statutes, especially Sections 030301 sub-section "E" of PSR, 2008 Edition.
3. Should there be any compelling reason (s) for effecting slight changes on any Posting Instruction (s), necessary approval should be obtained formally before such change (s) can be effected by MDAs. At best such changes should be made by the Office of the Head of the Civil Service of the Federation in order to preserve the credibility of the Employee Mobility policy service-wide.
4. Accordingly, Permanent Secretaries and other Accounting Officers are enjoined to ensure strict compliance and give this circular wide publicity.



Innocent K. Ogbonnaya
Permanent Secretary (CMO)
for: **Head of the Civil Service of the Federation**