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Civil Service Commission,
Alagbaka,
Akure.

August, 2008.

CIRCULAR LETTER TO:

Heads of Extra-Ministerial Department.

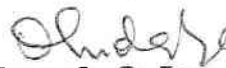
APPOINTMENT OF TEMPORARY STAFF

The Commission has observed with dismay the flagrant disregard by State Ministries/Departments of the provision of Civil Service Rules No. 02101 (the 1999 Revised Edition), which enjoins all Ministries/Departments to recruit staff on behalf of the Civil Service Commission. The practice in some MDAS is to recruit candidates on temporary basis into junior categories but with higher qualifications required in senior categories and later request the Commission to regularize such appointments.

2. In this regard, it has become imperative to remind all Ministries/Departments that powers of appointments by law are vested in the Civil Service Commission and such powers are only delegated to Ministries/Departments only in the junior categories for reasons of convenience.

3. In view of the above, Ministries and Departments which offered temporary appointments to applicants without informing the Commission stand the risk of being sanctioned. The import of this circular is that all Ministries and Departments ***MUST NOT*** EMPLOY TEMPORARY STAFF INTO EITHER THE JUNIOR OR SENIOR CATEGORIES WITHOUT RECOURSE TO Civil Service Commission. Therefore when requests are being made to the Office of Establishments and Service Matters or any other appropriate authority a copy of such requests must be forwarded to the Commission and ditto for the final approval of that office or authority.

4. I hope we can count on your full cooperation in this regard, please.


Rev. O. O. Ige

for: Permanent Secretary