

Our File No. DB. 319T/96
Ministry of Finance and Planning,
Akure.

31st October, 2008

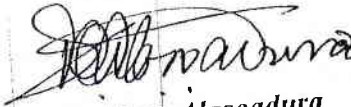
CIRCULAR LETTER TO:

The Chief of Staff to His Excellency, the Governor,
The Senior Special Assistant to His Excellency, the Deputy Governor,
All State Commissioners,
The Secretary to the State Government,
The Head of Service,
All Permanent Secretaries,
The Clerk of the House of Assembly,
The Chief Registrar, Ondo State High Court of Justice,
All Special Advisers,
All Heads of Extra-Ministerial Departments.

**DEFENCE OF THE 2009 ADVANCE PROPOSALS AND DRAFT
ESTIMATES BEFORE THE TREASURY BOARD**

I wish to inform you that His Excellency, Dr. Olusegun Agagu has directed that the defence of the 2009 Advance Proposals and Draft Estimates by Ministries, Departments and Agencies of government (MDAs) should hold in the first week of November 2008. The Venue is the Executive Council Chamber of the Governor's Office, Akure and the commencement time is 10.00 a.m. daily with effect from Tuesday the 4th of

2. In view of the above, the Time Table for the defence is herewith attached for your compliance.
3. Besides, I wish to state that the Chief Executives of Ministries, Departments and Agencies of government (MDAs) should personally lead their teams for the defence.
4. You are to please come with five (5) clean copies of the proposals approved by the Treasury Board along with the soft copy using Microsoft Excel and the contribution of each Ministry, Department and Agency of government (MDAs) to the Speech of His Excellency the Governor to the State House of Assembly, must as a matter of urgency, be forwarded under the Signature of the Chief Executive of the MDAs within twenty (24) hours of the defence to the Ministry of Finance and Planning.
5. Finally, the Director of Finance and Administration, Project Officers and Budget Officers of each Ministry, Department and Agency must ensure that there is no communication gap, in line with the provisions of No.25013 of the Financial Regulations of 1999, between their establishment and the Ministry of Finance and Planning until the final production and publication of the 2009 Approved Book of Estimates.
6. Thank you for your co-operation in this regard.


Chief Tayo Alasoadura
Hon. Commissioner