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Civil Service Commission,
Alagbaka G.R.A.,
Akure.

30th April, 2012

CIRCULAR LETTER TO:

All Permanent Secretaries

Head of Boards/Commissions/Parastatals

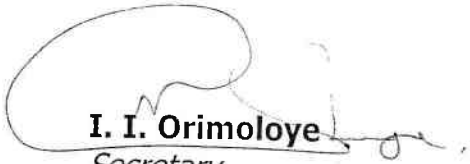
Heads of extra Ministerial Departments

**INTENTIONAL DELAY IN THE PRESENTATION OF CERTIFICATES
MEANT FOR PREFERMENT/CONVERSION/TRANSFER TO
THE CIVIL SERVICE COMMISSION**

The Commission has observed, in recent times, that serving officers who acquired additional qualifications prescribed by the scheme of service often intentionally delay the presentation of such certificates for preferment/conversion/transfer in order to gain undue advantage over their senior colleagues. Such unethical practice has no doubt caused undue supercession, career distortion and un-intended disruption to the seniority list of must cadres in the civil service.

2. The Commission has therefore resolved that forthwith, any certificate that is acquired for the purpose of preferment/conversion/transfer, which is not presented within three years of its acquisition will no longer be entertained by the Commission. The only exemption to this rule, will however be granted to officers who acquired additional qualifications

3. All Heads of Departments, are enjoined to give the content of this circular letter, the widest publicity it deserves in their respective Ministries, Departments and Agencies, please.



I. I. Orimoloye
Secretary
For: Chairman