

**ED2/361/14**

Office of Establishments and Training,  
Office of the Head of Service,  
Governor's Office,  
Akure.

5<sup>th</sup> November, 2014

**CIRCULAR LETTER TO:**

The Chief of Staff to Mr. Governor,  
The Senior Special Assistant to the Deputy Governor,  
Secretary to the State Government,  
Head of Service,  
The State Commissioners,  
Permanent Secretaries,  
The Clerk, Ondo State House of Assembly,  
The Auditor-General  
The Ag. Statistician-General,  
The Ag. Accountant-General,  
Tutors-General,  
Administrative Secretaries  
The State Auditor-General,  
The Auditor-General for Local Governments,  
General Manager/Head of Non-Ministerial Departments,

**RE: COMMENCEMENT OF CONTRIBUTIONS TOWARDS THE CONTRIBUTORY  
PENSION SCHEME FOR NEW WORKERS OF STATE GOVERNMENT  
WITH EFFECT FROM SEPTEMBER, 2014**

I wish to refer to the Head of Service Circular Letter **No. PD. 2/190T/113** dated 23<sup>rd</sup> October, 2014, resting on the above subject and to inform you that henceforth all letters of Appointment to be issued to newly employed officers effective from 1<sup>st</sup> September, 2014 should contain the clause indicating that the newly recruited officer will key-in into the Contributory Pension Scheme immediately.

2. For the avoidance of doubt, the content of the clause to be added should read thus;

**"that you will key-in immediately to the Contributory Pension Scheme and make such monthly contribution as may be required by extant Law".**

3. Kindly give the content of this Circular the widest publicity it deserves and ensure necessary compliance, please.

4. Thank you