

SMD1/76/59

Service Matters Department,
Office of the Head of Service,
Governor's Office,
Akure.

13th April, 2021

CIRCULAR LETTER TO:

The Chief of Staff to Mr. Governor,
The Deputy Chief of Staff to the Governor,
The Secretary to the State Government,
State Commissioners,
The Head of Service,
Chairmen of Commissions/Corporations,
Permanent Secretaries/Tutors-General/ Directors-General,
The Clerk, Ondo State House of Assembly,
The State Auditor-General,
The State Accountant-General,
The Auditor-General for Local Governments,
The Statistician-General,
General Managers/Heads of Non-Ministerial Departments,

**REDEPLOYMENT OF SPECIAL ASSISTANT AND
PERSONAL ASSISTANT**

It has come to the knowledge of the Head of Service that some Special Assistants and Personal Assistants (Admin) appointed by the erstwhile Commissioners and Special Advisers are loafing around after the exit of their political Heads from the Service.

2. In the light of this, the Head of Service has approved redeployment of affected Special Assistants and Personal Assistants to their respective Ministries, Departments, and Agencies (MDAs) with immediate effect.

3. I am to add that Commissioner/Special Adviser who requires Special Assistant should forward the request to the Head of Service to post an officer not below GL. 14 within the Public Service to serve as Special Assistant. The Commissioner/Special Adviser, on request, could have an officer not below GL. 09 within the same MDA with the Cabinet Member to serve as Personal Assistant.

4. Accounting Officers are to bring the content of this Circular to the attention of all concerned in your establishments and ensure strict compliance.

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