

PD2/349/125

Ondo State Pension Transitional
Department,
Office of the Head of Service,
Governor's Office,
Akure.

21st June, 2021

CIRCULAR LETTER TO:

Chief of Staff to Mr. Governor,
Deputy Chief of Staff to the Deputy Governor,
Secretary to the State Government,
Honourable Commissioners,
Special Advisers,
Permanent Secretaries,
Clerk of the House of Assembly,
State Auditor-General,
Accountant-General,
Director-General/Tutors-General,
Heads of Extra-Ministerial Offices/Agencies and Parastatals.

RESOLUTIONS ON THE IMPLEMENTATION OF THE RECENT PENSION
ADMINISTRATION REFORM

In the recent time, my Office has been inundated with avalanche of complaints arising from implementation of the recent Pension Administration Reform championed by the Present Administration to ease the processing of retirement benefits. It is depressing to know that the modest progress made so far by the State as a result of this noble initiative is being eroded by the non-compliance with guidelines by retiring Public Servants and the activities of Pension Touts within the Public Service.

2. The following has been observed as slowing down the pace of the reforms: non-compliance with the clearance procedure, non-compliance with the rules on stoppage of salaries and the commencement of payment of pension.

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2. The following has been observed as slowing down the pace of the reforms: non-compliance with the clearance procedure, non-compliance with the rules on stoppage of salaries and the commencement of payment of pension, non-compliance with the mandatory three months pre-retirement processing of retirement benefits, engagement of touts and agents to process retirement papers, non-submission of necessary documents by retiring officers, multiple letters of first appointment, improper filling of

pension forms and delay in effecting correction of Audit queries. These problems arose due to ignorance on the part of retiring officers. Painful enough, a number of them refused to attend pre-retirement workshop organized to enlighten them on the reform initiative. This is unacceptable and must be halted without delay.

3. Consequently, a meeting of Stakeholders on Pension Matters in the State was held recently where the issues were holistically examined and suggestions for improvement were made. There is therefore the need to disseminate relevant information to the entire Public Service as a guide. It must be emphasized that the Pension Reform initiatives were intended to ameliorate the plight of retiring officers and therefore, it is essential for Public Servants to key into the reform initiative.

4. In respect of the foregoing therefore, the following measures are to take immediate effect so as to further ease processing of retirement benefits in Ondo State Public Service:

i. Centralization of Clearances in the Pension Transitional Department for retiring Public Servants. By this Reform, it is now the responsibility of **Ondo State Pension Transitional Department** to make request for clearances in respect of loans such as Micro-Credit, Car, Housing and Agric revolving on behalf of retiring Civil Servants in the Public Service of Ondo State. Intending retirees are no longer expected to go to these Agencies seeking for individual clearances either from Accountant-General's Office in respect of car loan or Housing Loan Board for housing loan etc. Once a retiring officer obtains a Pension Form, his or her particulars will be obtained and relevant MDAs would be contacted for his/her indebtedness Status/Clearance by the Pension Transitional Department. However, Cooperative and Thrift societies are expected to forward the list of their indebted retiring members to the Pension Departments in charge at State and Local Government respectively on quarterly basis (for processing) in order to effect deduction of the debts from their retirement benefits.

ii. computerization of Teaching and non-Teaching staff records in the State

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- ii. computerization of Teaching and non-Teaching staff records in the State Public Secondary Schools. A Directorate of Pension has been created at the Teaching Service Commission (TESCOM) for ease of transiting Pension papers from TESCOM to Ondo State Pension Transitional Department. In addition, Teaching and Non-Teaching staff records are to be fully computerized in order to

secure the integrity of their records. Needed assistance has been given to ensure its success.

- iii. the abolition of Area Education Officer (AEO) clearance for Teaching and non-Teaching staff of the State Public Secondary Schools: Certificate of Service obtained from the Schools would be sufficient henceforth. By this circular, no retiring Teacher or non-Teaching staff would be required to present AEO's clearance except where such school is no longer in existence.
 - iv. Obtaining list of retiring Officers: MDAs are henceforth to liaise with the Reform Office, Office of the Head of Service, for the list of their retiring officers and guide them as appropriate.
 - v. Overpayment or indebtedness of retiring officers: It is now a rule that outstanding debts of retirees would be defrayed from their monthly pension, until finally liquidated.
 - vi. NYSC certificate is no longer a requirement for retirement.
6. Attached hereto are the modified requirements list for retiring Civil Servants and Teachers for guidance.
 7. Accordingly, Accounting Officers are enjoined to acquaint their staff with the content of this circular letter. Any grey area requiring further information should be cleared with my Office.
 8. Thank you.


'Niran Adeyemo, mni
Head of Service