

19th June, 2020.

CIRCULAR LETTER TO:

The Chief of Staff to Mr. Governor,
The Deputy Chief of Staff to Mr. 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 Auditor-General for Local Governments,
The Statistician-General,
General Managers/Heads of Non-Ministerial Departments,

TIMELINE FOR CAREER RECONSTRUCTION IN THE STATE PUBLIC SERVICE

In the recent time, the Head of Service has observed with dismay, the plethora of requests for career reconstruction from officers of varying cadres and lengths of service after several years of their appointment/conversion/transfer. In some cases, the requests are made after earning three (3) or more consecutive promotions on the new cadre. It has also been observed that some officers do twist the facts of their cases and refuse to disclose the reasons for their chequered career history. Instead, they would wait till such a period when it would no longer be possible for the sitting Civil Service Commissioners and the Head of Service to fully understand the perspective leading to the official decision being complained about. This manipulative way of gaining undue advantage is indeed very unfortunate.

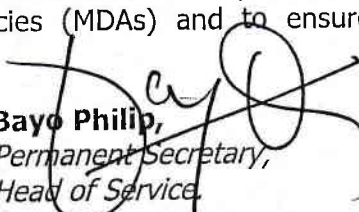
2. In order to stem this tide, the Head of Service has approved the following to regulate career adjustment in the State Public Service:

- [i] All requests for enhanced entry placement, career adjustment and other forms of normalisation or regularisation by newly-recruited officers must be concluded on confirmation of appointment i.e. within two (2) to three (3) years of appointment;
- [ii] Requests for enhanced entry placement or career reconstruction arising from conversion/transfer must be made before the first promotion in the new cadre i.e. within three (3) years from the date of such conversion or transfer;

3. Consequently, no belated request for career reconstruction/adjustment/normalisation etc. will be entertained on any grounds outside the period prescribed in this Circular.

4. By implication, this Circular also supersedes the content of Circular ED.3/3/1 VOL.III/66 of 12th April, 2018 which proscribed only officers on GL.16 and 17 from career reconstruction. Therefore, no Accounting Officer should treat any request for career adjustment outside the prescription of this Circular or endorse same to the Office of the Head of Service or any of the personnel-related Commissions in the State Public Service.

5. All Accounting Officers are to note and give the content of this Circular the publicity it deserves in their respective Ministries, Departments and Agencies (MDAs) and to ensure compliance, please.


Bayo Philip,
Permanent Secretary,
For: Head of Service.