

Office of Establishments & Service Matters,
Governor's Office,
Akure.

February, 2006

CIRCULAR LETTER TO:

The Chief of Staff to His Excellency, the Governor,
The Special Assistant to His Excellency, the Deputy Governor,
State Commissioners,
The Secretary to the State Government,
Special Advisers,
Chairmen of Boards/Commissions,
Permanent Secretaries,
The Clerk, Ondo State House of Assembly,
Heads of Non-Ministerial Departments,
The Accountant-General,
The Auditor-General

UPGRADING /REDESIGNATION OF BURSARS
IN PUBLIC SECONDARY SCHOOLS.

In order to provide a platform for career progression of Bursars in Public Secondary Schools in Ondo State, for which group of workers there is no longer a national Scheme of Service, the State Executive Council has approved that those of the Bursars with requisite academic qualifications be constituted into Executive Officer Cadre (School Accounts).

2. The implications of Council's decisions are as follows:

- (i) The new Executive Officer Cadre (School Accounts) shall be open to only Bursars who possess a minimum of Ordinary National Diploma (OND) in Accounting from recognized Institutions;
- (ii) The entry point into the Cadre shall be the grade of Assistant Executive Officer (School Accounts), GL.06;
- (iii) The new Cadre shall have a career prospect of Chief Executive Officer (School Accounts), GL.14;
- (iv) The post of Chief Executive Officer (School Accounts), GL. 14, shall be filled only by promotion of officers who had satisfied all necessary conditions, including time-scale waiting period;
- (v) Further preferment of School Bursars who do not possess the minimum academic requirements is thereby frozen.

3. Although Council's approval takes immediate effect, the implementation of the new dispensation will have to await provisions of the 2007 Budget.

4. Heads of Department are requested to give adequate publicity to the provisions of this Circular Letter in their Ministries/Departments.