

45
267,0

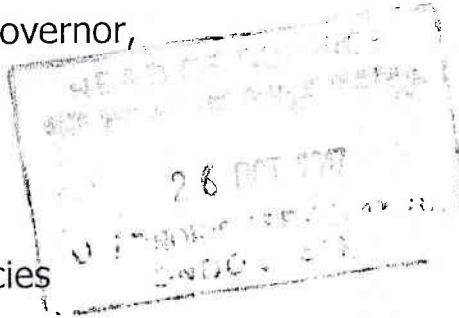
Our Ref. RT2/118.Vol.V/106

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

24 October, 2017.

CIRCULAR LETTER TO:

Chief of Staff to the Governor,
Senior Special Assistant to the Deputy Governor,
Secretary to the State Government,
Head of Service,
State Commissioners,
Special Advisers,
Chairmen of Commissions/Boards/Agencies
Permanent Secretaries,
Registrar (Judiciary),
Tutor-General/The Clerk, Ondo State House of Assembly,
State Auditor-General,
Accountant General,
Auditor-General for Local Governments,
General Managers/Heads of Non-Ministerial Departments/ Administrative Secretaries.



REVIEW OF CONDITIONS FOR STUDY LEAVE WITH PAY/IN-SERVICE TRAINING IN THE PUBLIC SERVICE

Human capital development is a major policy thrust of this administration. It is directed towards the training and retraining of the workforce on critical personnel needs which require new skills and expertise for utmost performance in service delivery. In modern public administration, training must be target-oriented to meet the emerging needs in public interest. Therefore, it is now the sole responsibility of the state government to nominate and sponsor public servants on study-leave-with-pay and in-service training based on critical needs of government. Henceforth, Officers should no longer source for Study Leave With Pay and In-Service Training without express recommendation of the supervisory MDA, representing the employer, to the Office of Head of Service.

2. For purpose of clarity, any officer that proceeds on purported study leave with pay without the recommendation of his/her MDA and the approval of the State Government, shall be treated as having absconded from duty and taking salaries illegally. Such officer shall be made to face disciplinary action in line with the provisions of extant rules and regulations in the public service.
3. Nevertheless, the State Government will continue to encourage and support public servants undergoing study leave without pay or part-time courses, in line with the provisions of the Ondo State Public Service Training Policy. It is mandatory for prospective candidates for study leave without pay or part-time courses to obtain approval from the Office of Establishments and Training or other relevant authority as may be applicable. In the same vein, no officer would be allowed to use the official hours for part-time courses.
4. Consequently, the practice of self-sourcing for courses on study leave with pay/in-service training is no longer acceptable by the government. Officers are therefore, put on notice as regards requests for Study Leave with Pay/In-Service Training.
5. Officers are hereby enjoined to acquaint themselves with the provisions of the current Ondo State Public Service Training Policy.
6. Accounting Officers are to ensure that officers comply with the contents of this circular, please.

Yemi Pirisola (Mrs)

For: Head of Service