

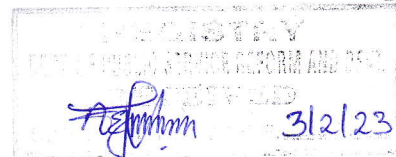
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Office of Establishments and Training,
Governor's Office,
Alagbaka,
Akure.

3 *24* February, 2023

CIRCULAR LETTER TO:

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



EMBARGO ON REQUEST FOR OVERSEAS STUDY LEAVE WITH PAY/WITHOUT PAY

The State Government has noted with dismay the influx of request for **Study Leave With Pay/Without Pay** to pursue academic programmes outside the Country from Officers across the Public Service in the recent time. It is pertinent to state that the rate at which Officers abscond in the Public Service under the guise of Study Leave With Pay/Without Pay is alarming. The privilege of Study Leave have been grossly abused by Officers who refuse to report back to their duty posts at the expiration of the leave but rather, request for extension of leave in order to perpetually keep their years in service counting even when they have made up their minds not to return to the job.


2. This unwholesome practice of systematic abscondment from the Public Service under the pretence of embarking on further studies can no longer be condoned. To this end, the State Government has henceforth placed **embargo** on request for Overseas Study Leave With Pay/Without Pay. In view of this, Accounting Officers should identify and recall Officers who have abandoned their duty posts prior to obtaining approval of their leave requests. Failure of which, they should consider themselves to have exited the service and necessary disciplinary action will commence against them.

3. In addition, Accounting Officers are to ensure that the salaries of Officers who have not returned to their duty posts after the expiration of their Study Leave (With Pay) should be stopped and commence disciplinary actions against them in line with extant rules and regulations. The Office of the Head of Service should be informed, accordingly.

4. All Accounting Officers are therefore requested to note and act as follows:
- i. that **embargo** has henceforth been placed on request for overseas Study Leave With Pay/Without Pay in the Public Service; and
 - ii. that comprehensive returns on Officers who are currently on Study Leave With Pay/Without Pay including those who have exceeded approval be forwarded to the Office of the Head of Service in both hard and soft copies using the format below:

S/N	NAME OF OFFICER	COURSE OF STUDY	INSTITUTION	DURATION	EFFECTIVE DATE OF APPROVAL	EFFECTIVE DATE OF COMPLETION	REMARKS

5. Accounting Officers are to act on the content of this circular and give it the widest publicity it deserves. They should also note that they (**Accounting Officers**) will be held responsible for any unreported abscondment or abuse of leave granted.


Dare-Atunse R. O. (Mrs.),
 Permanent Secretary.