

Ref. No. ED2/381/85

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

03 May, 2016.

The Chief of Staff to the Governor,
The Special Assistant to the Deputy Governor,
State Commissioners,
The Secretary to the State Government,
Office of the Head of Service,
Chairmen of Commissions/Corporations,
Permanent Secretaries/Tutors-General,
Permanent Secretaries (Local Government),
The Clerk, Ondo State House of Assembly,
The Accountant-General,
The State Auditor-General.
The Statistician-General,
Directors-General,
General Managers/Heads of Non-Ministerial Department,
Chief Registrar, High Court of Justice,

**EXPLANATORY NOTES ON APPROVAL OF ELONGATION OF THE CAREER
PROGRESSION FOR GRADUATE EXECUTIVE OFFICERS (GD) FROM
GL.14 TO GL.15 IN THE EXECUTIVE OFFICER CADRE**

This Office has been inundated with avalanche of requests by Ministries/Departments/Agencies (MDAs) which necessitated the need to make clarifications on the intent and purpose of our Circular Letter No. ED2/381/55 dated 22nd October, 2015, as it affects the elongation of career progression of Executive Officers (GD) cadre, in the Public Service. The purpose of this circular is to therefore, reiterate that only officers in the Executive Officer (GD) cadre performing personnel related functions are meant to benefit from the elongation from GL.14 to GL.15.


2. The above is predicated on a resolution of the 33rd Meeting of the National Council on Establishments (NCE) held in Jos, Plateau State, in year 2008. Based on the NCE resolution under reference, a circular was issued by the Head of Service of the Federation, approving the conversion (laterally or otherwise) of Executive Officers (GD) with university degrees (plus cognate experience) to the Administrative Officer cadre. This is with a view to solving the problem of stagnation in the Executive Officer (GD) cadre.

3. However, in view of the peculiar mode of entry into the Administrative Officer cadre in Ondo State; it is difficult to implement the above Federal circular in a holistic manner. Hence, a middle course of elongating the career progression of Executive Officers (GD) from GL. 14 to GL. 15 has been taken to

6
Audit, Tax and Revenue easily migrate to the professional/superior cadres that suit their disciplines and automatically progress beyond GL. 14. If, however, there is a strong desire for career elongation by officers in any cadre, such will require sponsorship of a MEMORANDUM to the National Council on Establishments for consideration.

4. It is, therefore, necessary to note that graduate Executive Officers whose job contents are distinct from personnel duties; are NOT eligible to benefit from the provisions of Circular No. ED2/381/55 of 22nd October, 2015.

5. Kindly give this circular the widest publicity it deserves.


Mr A. O. Akinseloyin
for: Head of Service

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