

Ministry of Finance,
Akure.

31st December, 2012

CIRCULAR LETTER TO:

The Chief of Staff to Mr. Governor,
The Special Assistant to the Deputy Governor,
The State Commissioners,
The Secretary to the Government,
Head of Service,
Special Advisers to the Governor,
Permanent Secretaries/Tutors General/Administrative Secretaries,
Registrar of the High Court of Justice,
Clerk of the Ondo State, House of Assembly,
Chairmen of Commissions/Boards/Parastatals,
The Accountant General,
The State Auditor General,
The Auditor General for Local Governments,
General Managers/Heads of Non Ministerial Departments.
All Accounting Officers of MDAs.

**SIGNING OF REQUEST LETTERS FOR RELEASE OF FUNDS BY CHIEF
EXECUTIVE/ACCOUNTING OFFICER**

The Ministry of Finance has noticed, with dismay, that requests for funds, are largely signed by faceless Junior/Intermediate officers for the accounting officers of Ministries/Departments/Agencies (MDAs). This practice is to say the least, not in consonance with established protocol arrangement for official correspondence to the Ministry of Finance. It is also subject to abuse and sharp practices.

2. Consequently, with effect from 1st January 2013, only requests for funds, personally signed by Chief Executive Officers or Accounting Officers of MDAs will be entertained by the Ministry of Finance in the interest of Accountability and Due Diligence.
3. All Chief Executives and Accounting Officers are enjoined to note this development and give the content of this circular widest publicity, please.


Toyin Akinkuotu Esq.,
Permanent Secretary