

CIRCULAR

59814/S.3/11/282



Office of the Secretary to the
 Government of the Federation,
 The Presidency,
 Shehu Shagari Complex,
 Three Arms Zone,
 Abuja.

30th November, 2020

- Chief of Staff to the President,
- Deputy Chief of Staff to the President,
- Honourable Ministers/Ministers of State,
- Head of the Civil Service of the Federation,
- National Security Adviser,
- Chairman, Federal Civil Service Commission,
- Chairman, Federal Character Commission,
- Chairman, Independent National Electoral Commission,
- Chairman, Revenue Mobilization, Allocation and Fiscal Commission,
- Chairman, National Population Commission,
- Chairman, Code of Conduct Tribunal,
- Chairman, Code of Conduct Bureau,
- Permanent Secretaries,
- Special Advisers/Senior Special Assistants,
- Service Chiefs/Inspector-General of Police,
- Governor, Central Bank of Nigeria,
- Chairman, Independent Corrupt Practices and other
 Related Offences Commission,
- Chairman, Economic and Financial Crimes Commission,
- Chairman, Federal Inland Revenue Service,

Clerk of the National Assembly,
Chief Registrar, Supreme Court of Nigeria,
Secretary, National Judicial Council,
Accountant-General of the Federation,
Heads of Extra-Ministerial Departments/Directors-General/Chief
Executive Officers of Parastatals, Agencies and Government Owned
Companies.

MANDATORY TRAINING FOR CHIEF EXECUTIVE OFFICERS OF FEDERAL
GOVERNMENT PARASTATALS/AGENCIES AT THE ADMINISTRATIVE STAFF
COLLEGE OF NIGERIA (ASCON) TOPO, BADAGRY, LAGOS

As part of strategies to strengthen the capacity of Chief Executive Officers of Federal Government Parastatals and Agencies, Mr. President has approved a mandatory training programme on Public Administration, Financial Management, Procurement as well as Rules and Regulations governing the Public Service for all Chief Executive Officers CEOs.

2. The training programme will be run by the Administrative Staff College of Nigeria (ASCON), Topo, Badagry for all the current serving CEOs of Federal Government Parastatals and Agencies. Mr. President has also approved that attendance of the mandatory training will be a prelude to full assumption of duties of newly appointed CEOs, going forward.

3. For further details on the training, all Chief Executive Officers are to contact the Administrative Staff college of Nigeria (ASCON) via:

i. Director-General
Tel: 08032825389
Email: dq@ascon.gov.ng; ccciliagayya@hayo.co.uk; or

ii. Director of Studies/Head
(Management Studies Department)
Tel: 08033454496
Email: eniayejuni@gmail.com

4. All Chief Executive Officers of the Federal Government Parastatals/Agencies are enjoined to note the content of this Circular and ensure compliance, which will be monitored.



Boss Mustapha

Secretary to the Government of the Federation