



CIVIL SERVICE COMMISSION
P.M.B. 5005, SECRETARIAT, AGODI, IBADAN, OYO STATE, NIGERIA.

Your Ref. No.....
All correspondence should be addressed
to the Permanent Secretary, quoting.

Our Ref. No..... **C.16102/55**

17th October, 2022
Date..... 20.....

CIRCULAR LETTER

The Deputy Governor,
Secretary to the State Government,
Chief of Staff,
Head of Service,
Deputy Chief of Staff,
Honorable Commissioners,
Chairmen of Commissions/Boards/Parastatals,
Permanent Secretaries/Clerk of the House of Assembly,
Heads of Extra-Ministerial Departments,
Chief Registrar, State High Court,
General Managers/Executive Secretaries.



19-10-2022
19/10/22

**UPDATE ON CONFIRMATION OF BASIC ACADEMIC CERTIFICATES OF
OFFICERS RECRUITED OR CONVERTED INTO NEW CADRES BY THE
CIVIL SERVICE COMMISSION FROM JANUARY, 2015 TILL DATE.**

Sequel to the approval of the Executive Council of Oyo State Government that confirmation of Secondary School Leaving Certificates and other academic/professional certificate(s) that qualify any officer for conversion/transfer of service or recruitment into the appropriate State Civil/Public Service must be processed to the issuing Institution through the appropriate Commissions, the Civil Service Commission hereby directs all officers engaged into the mainstream of the Civil/Public Service of Oyo State through conversion/transfer of service or recruitment to process the confirmation of their respective Secondary School Leaving certificates, as well as other academic/professional certificate(s) that qualified them for such engagement to the respective Institutions that issued such certificates. The processing should be through the Civil Service Commission within the first six

(6) months of such engagement. This will forestall presentation of fake certificates by engaged officers and thereby minimize the future cost of certificate screening.

2. Specifically, any officer recruited or converted/transferred into desired cadres through the Civil Service Commission with effect from July, 2019 till date, must process the confirmation of his/her Secondary School Leaving Certificate(s) and the qualifying academic/professional certificates for engagement into the Service of Oyo State by payment of the sum of **Seven Thousand and Five Hundred Naira (N7,500) only** into the Oyo State Government Revenue Code: **4130005**. Evidence of such payment should be processed to the Civil Service Commission by Ministry/ Department /Agency of each concerned staff.

3. Kindly note that compliance with this instruction has henceforth, become additional criterium for confirmation of appointment and, or career progression of the affected officers.

4. I thank you.


Adejoke Eyiitayo (Mrs.),
Permanent Secretary, CSC,
for: Chairman.