



**OFFICE OF THE SECRETARY TO THE GOVERNOR**

OFFICE OF THE GOVERNOR,  
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NIGERIA

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Ref: SMD. 179/18

**CIRCULAR LETTER:**

- The Secretary to the State Government,
- Honourable Commissioners & Special Advisers,
- Chairmen of Boards and Commissions,
- Permanent Secretaries/Executive Assistants  
& Heads of Non-Ministerial Agencies,
- Executive Secretaries/General Managers  
& Chairmen of Local Governments,
- Heads of Tertiary Institutions.

*Handwritten notes:*  
By: ...  
Date: ...

REVISION OF THE VARIOUS DUTY TOUR/TRAVELLING  
ALLOWANCE PAYABLE TO GOVERNMENT FUNCTIONARIES  
IN OSUN STATE

As a result of the current inflationary trend in the country, there have been various representations for an upward review of the duty tour/travelling allowance payable to government functionaries on official assignment to assuage the hardship usually experienced on such assignments as a result of increase in prices of fuel and accommodation. Consequently, the Executive Governor, Prince Olagunsoye Oyinlola, in consideration of the positive impact such review will have on the welfare of officers during attendance at courses, workshops and seminars, has approved the upward revision of the present rate of allowances payable on such trips. The new rates which take effect from 1st July, 2005, are as stated below:

1. ESTACODE ALLOWANCES:
  - (i) Governor - US \$450 per night
  - (ii) Deputy Governor/Speaker - US \$420 per night

- (iv) SSG/HOS/Commissioners/Special Advisers/Chairmen of Statutory Commissions/Members of the House of Assembly - US \$400 per night
- (v) PS/Acct.-Gen./Auditor-General for State/Chairman (IRS) Executive Assistants - US \$360 per night
- (vi) General Managers/Secretaries - US \$340 per night
- (vii) Directors (GL.16) - US \$320 per night
- (viii) Officers on GL.14 - 15 - US \$300 per night
- (ix) Officers on GL.10 - 13 - US \$240 per night
- (x) Officers on GL. 07 - 09 - US \$200 per night
- (xi) Junior Officers on GL. 01 - 06 - US \$160 per night

2. DUTY TOUR ALLOWANCE WITHIN NIGERIA

S/NO	STATUS OF OFFICIAL	A	B	C
(i)	Governor	60,000.00	60,000.00	60,000.00
(ia)	Deputy Governor	45,000.00	45,000.00	45,000.00
(ii)	Speaker, House of Assembly	37,500.00	37,500.00	37,500.00
(i)	SSG/Chief of Staff/HOS Commissioner and Special Advisers/Deputy Speaker/Members of the House of Assembly	25,000.00	17,500.00	12,000.00
(v)	PS/Chairmen of Boards/GM Executive Assistants	17,500.00	12,000.00	7,750.00
(vi)	Directors/Deputy Directors Assistant Directors	11,000.00	8,000.00	6,000.00
(vii)	Officers on GL.12-13	8,000.00	6,000.00	3,500.00
(viii)	Officers on GL.09-10	6,000.00	4,000.00	3,000.00
(ix)	Officers on GL.07-08	4,000.00	3,000.00	2,500.00
(x)	Officers on GL.01-06	1,500.00	1,000.00	800.00

- (i) Driver's allowance will be N2,000.00 per night
- (ii) Where accommodation and feeding are provided, 30% of the officer's entitlement should be paid and 70% if