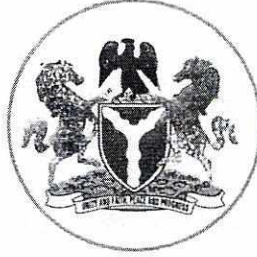


**RE: ACCREDITATION TIME TABLE FOR THE YEAR 2022**  
**DIRECTORATE LEVEL PROMOTION EXAMINATION**

This is to forward the accreditation time table for the Year 2022 Promotion Examination for the Directorate Levels, as released and issued by the Federal Civil Service Commission (FCSC).

The accreditation has been scheduled to take place from Monday **24<sup>th</sup> to Saturday 29<sup>th</sup> October 2022**. However, Procurement Officers are strongly advised to do accreditation online via [www.fedcivilservice.gov.ng](http://www.fedcivilservice.gov.ng)

Accordingly, all eligible officers are advised to note the dates and adhere to the content of the circular as attached.



# **FEDERAL CIVIL SERVICE COMMISSION**

OFFICE OF THE PERMANENT SECRETARY

No.4 Abidjan Street, Wuse Zone 3, P.M.B. 0017, Abuja

**Ref. No.FC.6243/GOV/2022/VOL.IV/14**

**17<sup>th</sup> October, 2022**

## **CIRCULAR**

Chief of Staff to the President,  
Deputy Chief of Staff to the President,  
Secretary to the Government of the Federation,  
Head of the Civil Service of the Federation,  
All Permanent Secretaries,  
Accountant-General of the Federation,  
Auditor-General for the Federation,  
Surveyor-General of the Federation and  
All Heads of Extra - Ministerial Departments/Agencies.

### **ACCREDITATION TIME TABLE FOR YEAR 2022** **DIRECTORATE LEVEL PROMOTION EXAMINATION**

Further to Circular Ref. No.FC.6243/GOV/2022/VOL.I dated 28<sup>th</sup> September, 2022 on the above stated subject, the Federal Civil Service Commission (The Commission) wishes to inform eligible candidates of the

Accreditation exercise for Officers on Salary Grade Levels 14, 15 & 16, regarding the Year 2022 Promotion Evaluation/Interview.

## **2.0 ACCREDITATION OF CANDIDATES**

**2.1 Physical Accreditation:** Physical accreditation of candidates for the Local Leg of the Year 2022 Directorate Level Promotion Examination will take place from **Monday, 24<sup>th</sup> to Saturday, 29<sup>th</sup> October, 2022** at the **Public Service Institute of Nigeria (PSIN), along Kubwa Expressway, Abuja** between **8.00am and 5.00pm** each day. All candidates are hereby warned on the need to present themselves for accreditation on the specified dates, as no candidate will be accredited after the stipulated dates. Also there will be no accreditation on examination dates at all.

**2.2 Online Accreditation:** Candidates under the following seventeen (17) Pool Offices are expected to do accreditation online via the Federal Civil Service Commission website [www.fedcivilservice.gov.ng](http://www.fedcivilservice.gov.ng) to access the accreditation portal:

- i. Office of the Head of the Civil Service of the Federation;
- ii. Federal Ministry of Agriculture and Rural Development;
- iii. Federal Ministry of Environment;
- iv. Ministry of Foreign Affairs;
- v. Office of the Surveyor-General of the Federation;
- vi. Ministry of Mines and Steel Development;
- vii. Federal Ministry of Works and Housing;
- viii. State House;
- ix. Federal Ministry of Justice;
- x. Federal Ministry of Information and Culture;
- xi. Federal Ministry of Transportation;

- xii. **Federal Ministry of Women Affairs;**
- xiii. **Federal Ministry of Industry, Trade and Investment;**
- xiv. **Federal Ministry of Science, Technology and Innovation;**
- xv. **Bureau of Public Procurement;**
- xvi. **Federal Ministry of Education; and**
- xvii. **Office of the Accountant General of the Federation.**

**2.3 The online accreditation will commence from Monday, 24<sup>th</sup> to Saturday, 29<sup>th</sup> October, 2022.** Attached herewith is the **Accreditation Time Table** for the Year **2022 Directorate Level Promotion Examination**, for necessary information and guidance.

**2.4** Permanent Secretaries/Accounting Officers and Chief Executive Officers (CEOs) of MDAs are to please bring the contents of this Circular to the attention of all concerned staff, including those at duty posts within and outside their Headquarters and abroad, for necessary compliance.



**Dr. Mary Ada Ogbe**  
Permanent Secretary  
for: Honourable Chairman

**TIME-TABLE FOR ACCREDITATION OF OFFICERS FOR THE 2022 DIRECTORATE LEVEL PROMOTION EXERCISE**  
**VENUE: PUBLIC SERVICE INSTITUTE OF NIGERIA (PSIN), ALONG KUBWA EXPRESSWAY, ABUJA.**

<b>DATES</b>	<b>MDAs FOR PHYSICAL ACCREDITATION</b>	<b>MDAs FOR ONLINE ACCREDITATION</b>	<b>TIME</b>
MONDAY, 24 <sup>TH</sup> OCTOBER, 2022	<ul style="list-style-type: none"> <li>i. OFFICE OF THE AUDITOR GENERAL OF THE FEDERATION</li> <li>ii. MIN. OF COMMUNICATIONS &amp; DIGITAL ECONOMY</li> <li>iii. MINISTRY OF AVIATION</li> </ul>	<ul style="list-style-type: none"> <li>i. FED. MIN. OF WORKS &amp; HOUSING</li> <li>ii. MIN. OF FOREIGN AFFAIRS</li> <li>iii. FED. MIN. OF AGRICULTURE &amp; RURAL DEV.</li> <li>iv. OFFICE OF THE HEAD OF THE CIVIL SERVICE OF THE FEDERATION</li> <li>v. MIN. OF MINES &amp; STEEL DEV.</li> <li>vi. FED. MIN. OF ENVIRONMENT</li> <li>vii. OFFICE OF THE SURVEYOR GENERAL OF THE FEDERATION</li> <li>viii. FED. MIN. OF JUSTICE</li> <li>ix. STATE HOUSE</li> <li>x. BUREAU OF PUBLIC PROCUREMENT</li> <li>xi. FED. MIN. OF INFORMATION &amp; CULTURE</li> <li>xii. FED. MIN. OF TRANSPORTATION</li> <li>xiii. FED. MIN. OF SCIENCE &amp; TECHNOLOGY</li> <li>xiv. FED. MIN. OF INDUSTRY, TRADE &amp; INVESTMENT</li> <li>xv. FED. MIN OF WOMEN AFFAIRS</li> <li>xvi. FED. MIN. OF EDUCATION</li> <li>xvii. OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION</li> </ul>	8AM - 5PM
TUESDAY, 25 <sup>TH</sup> OCTOBER, 2022	<ul style="list-style-type: none"> <li>i. MINISTRY OF POLICE AFFAIRS</li> <li>ii. MIN. OF NIGER DELTA AFFAIRS</li> <li>iii. MIN. OF HUMANITARIAN AFFAIRS, DISASTER MANAGEMENT AND SOCIAL DEV.</li> </ul>		8AM - 5PM
WEDNESDAY, 26 <sup>TH</sup> OCTOBER, 2022	<ul style="list-style-type: none"> <li>i. MINISTRY OF PETROLEUM RESOURCES</li> <li>ii. FED. MINISTRY OF POWER</li> <li>iii. MINISTRY OF DEFENCE</li> </ul>		8AM - 5PM
THURSDAY, 27 <sup>TH</sup> OCTOBER, 2022	<ul style="list-style-type: none"> <li>i. FED. MIN. OF WATER RESOURCES</li> <li>ii. FED. MINISTRY OF HEALTH</li> <li>iii. OFFICE OF THE SECRETARY TO THE GOVERNMENT OF THE FEDERATION</li> </ul>		8AM - 5PM
FRIDAY, 28 <sup>TH</sup> OCTOBER, 2022	<ul style="list-style-type: none"> <li>i. FED. MIN. OF YOUTH &amp; SPORTS DEV.</li> <li>ii. FED. MIN. OF LABOUR &amp; EMPLOYMENT</li> </ul>		8AM - 5PM
SATURDAY, 29 <sup>TH</sup> OCTOBER, 2022	SPILL OVERS	<p>NOTE: THE PORTAL FOR ONLINE ACCREDITATION FOR THE SEVENTEEN MDAs WILL BE OPEN FROM MONDAY 24<sup>TH</sup> TO SATURDAY 29<sup>TH</sup> OCTOBER, 2022</p>	8AM - 5PM

Any changes in the above schedule would be communicated to the Permanent Secretaries/Accounting Officers/ Chief Executive Officers of the MDAs.