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 24th to Saturday 29th October 2022. However, Procurement Officers are strongly advised to do accreditation online via www.fedcivilservice.gov.ng

Accordingly, all eligible officers are advised to note the dates and adhere to the content of the circular as attached.
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 26th 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, 24th to Saturday, 29th 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

2.3 The online accreditation will commence from Monday, 24th to Saturday, 29th 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
<table>
<thead>
<tr>
<th>DATES</th>
<th>MDAs FOR PHYSICAL ACCREDITATION</th>
<th>MDAs FOR ONLINE ACCREDITATION</th>
<th>TIME</th>
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</thead>
</table>
| MONDAY, 24TH OCTOBER, 2022 | i. OFFICE OF THE AUDITOR GENERAL OF THE FEDERATION  
ii. MIN. OF COMMUNICATIONS & DIGITAL ECONOMY  
iii. MINISTRY OF AVIATION | i. FED. MIN. OF WORKS & HOUSING  
ii. MIN. OF FOREIGN AFFAIRS  
iii. FED. MIN. OF AGRICULTURE & RURAL DEV.  
iv. OFFICE OF THE HEAD OF THE CIVIL SERVICE OF THE FEDERATION | 8AM - 5PM |
| TUESDAY, 25TH OCTOBER, 2022 | i. MINISTRY OF POLICE AFFAIRS  
ii. MIN. OF NIGER DELTA AFFAIRS  
iii. MIN. OF HUMANITARIAN AFFAIRS, DISASTER MANAGEMENT AND SOCIAL DEV. | v. MIN. OF MINES & STEEL DEV.  
vi. FED. MIN. OF ENVIRONMENT  
vii. OFFICE OF THE SURVEYOR GENERAL OF THE FEDERATION | 8AM - 5PM |
| WEDNESDAY, 26TH OCTOBER, 2022 | i. MINISTRY OF PETROLEUM RESOURCES  
ii. FED. MINISTRY OF POWER  
iii. MINISTRY OF DEFENCE | viii. FED. MIN. OF JUSTICE  
x. BUREAU OF PUBLIC PROCUREMENT | 8AM - 5PM |
| THURSDAY, 27TH OCTOBER, 2022 | i. FED. MIN. OF WATER RESOURCES  
ii. FED. MINISTRY OF HEALTH  
iii. OFFICE OF THE SECRETARY TO THE GOVERNMENT OF THE FEDERATION | xi. FED. MIN. OF INFORMATION & CULTURE  
xii. FED. MIN. OF TRANSPORTATION  
xiii. FED. MIN. OF SCIENCE & TECHNOLOGY | 8AM - 5PM |
| FRIDAY, 28TH OCTOBER, 2022 | i. FED. MIN. OF YOUTH & SPORTS DEV.  
ii. FED. MIN. OF LABOUR & EMPLOYMENT | xiv. FED. MIN. OF INDUSTRY, TRADE & INVESTMENT  
xv. FED. MIN OF WOMEN AFFAIRS  
xvi. FED. MIN. OF EDUCATION  
xvii. OFFICE OF THE ACCOUNTANT-GENERAL OF THE FEDERATION | 8AM - 5PM |
| SATURDAY, 29TH OCTOBER, 2022 | SPILL OVERS | | 8AM - 5PM |

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