

CIRCULAR

Ref. No. CM.19/T/93

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

12 November, 2018

Chief of Staff to the President,
Deputy Chief of Staff to the President, Office of the Vice President,
Principal Secretary to the President,
Honourable Ministers/Ministers of State,
Head of the Civil Service of the Federation,
National Security Adviser,
Economic Adviser to the President,
Special Advisers/Senior Special Assistants,
Chief of Defence Staff/Service Chiefs/Inspector-General of Police,
Governor, Central Bank of Nigeria,
Chairman, Federal Civil Service Commission,
Chairman, Police Service Commission,
Chairman, Code of Conduct Bureau,
Chairman, Code of Conduct Tribunal
Chairman, Federal Character Commission,
Chairman Revenue Mobilization, Allocation and Fiscal Commission,
Chairman, Federal Inland Revenue Service,

Chairman, Independent National Electoral Commission,
Chairman, National Population Commission,
Chairman, National Salaries, Incomes and Wages Commission,
Chairman, Independent Corrupt Practices and Other Related Offences Commission,
Chairman, Economic and Financial Crimes Commission,
Chairman, National Drug Law Enforcement Agency,
Chairman, National Assembly Service Commission,
All Permanent Secretaries and Heads of Extra-Ministerial Departments,
Clerk of the National Assembly,
Chief Registrar, Supreme Court of Nigeria,
Secretary, National Judicial Council,
Accountant General of the Federation,
Auditor General for the Federation,
Surveyor General for the Federation,
Directors-General/Chief Executives of Parastatals, Agencies and Government-Owned Companies

**ADHERENCE TO PROCEDURES FOR THE ACQUISITION OF LAND AND
LANDED PROPERTIES BY MINISTRIES, DEPARTMENTS AND AGENCIES FOR
FEDERAL GOVERNMENT PROJECTS**

The Federal Government has observed that some Ministries, Departments, Agencies (MDAs) no longer adhere to extant policy directive which prescribed procedures for the acquisition or lease of land or property for operational purposes. Extant regulation prescribes the mandatory involvement of the Federal Ministry of Power, Works and Housing (**Works**) as a prerequisite for the assessment/valuation of

9

any proposed acquisition or lease of asset/property on behalf of the Federal Government by MDAs.

2. This policy directive was as prescribed in earlier Cabinet Office Circulars Ref. No. 59446/15 of 19th June, 1978, SMFG.II/S.1/T/4 of 11th April, 1988 and re-emphasised in clear terms in the Office of the Secretary to the Government of the Federation Service-Wide Circular Ref. No. SGF/OP/II/S.3/X/586 dated 10th June, 2013, the purpose of which was to ensure proper documentation, deliver appropriate proof of title and facilitate the efficient management of database of all Federal Government landholdings throughout the Federation.

3. For the avoidance of doubt, the proper procedure is that any MDA desiring to acquire land should address an application in that respect to the Honourable Minister, Federal Ministry of Power, Works and Housing, Mabushi, Abuja, providing enough information that would enable the Ministry liaise with the State Governments on the matter.

4. This circular therefore reinforces the provisions of OSGF Circular Ref. No. SGF/OP/II/S.3/X/586 dated 10th June, 2013 titled *"Procedure for Acquisition of Land by MDAs for Federal Government Projects"* and directs on its mandatory compliance by MDAs in that regard.

5. The implementation of this circular should be brought to the attention of all Agencies of Government for strict adherence as future non-compliance would be considered a violation, for which appropriate consequential action will apply.



Boss Mustapha

Secretary to the Government of the Federation

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RECORDING THE INVENTORIES OF THE
ARMY DEPARTMENTS AND AGENCIES[illegible]