

ADAVI LGEA OFFICE - CLEARED REGISTER														ADAVI LGEA OFFICE - CLEARED REGISTER										
STAFF PERSONAL DETAILS														STAFF SCREENING APPLICANT COMMITTEE REPORT										
S/N	EMPLOYEE NAME	EMPLOYEE LGA/LGEA	DEPARTMENT /CHOOL	DATE OF FIRST EMPLOYMENT	DATE OF PRESENT EMPLOYMENT	DATE OF LAST PROMOTION	CURRENT GRADE	STEP	SALARY STRUCTURE	DATE OF BIRTH	EDUCATIONAL QUALIFICATION	QUALIFICATION TYPE	LGA OF ORIGIN	NAME OF SCHOOL	LOCATION/TOWN OF SCHOOL	LGA WHERE SCHOOL IS LOCATED	SEX	MARRIAGE	BANK ACCOUNT NUMBER	OFFICIAL COMMITTEE COMMENT	QUALITY ASSURANCE REMARK	EDUCATIONAL QUALIFICATION	REVISED STATUS	REVISED ACTION PLAN
1	ABDULMUMIN MAHAB AGOZUBI	ADAVI	OFFICE	05/02/2011	04/05/2003	04/05/2011	9	1	05/05/070	05/05/070	NCE	Adavi	LGA SCH. INTUNJ	KWARA	Adavi	F	ACCESS BANK PLC	00087032	Original Bi-data form, NSC No 111846, NECO (Dec 1986) No 71114, NCEC (Jan 2002) No 20100101, NCE (June 2007) and other relevant service documents were all signed and photographs attached.	The following relevant documents presented and reviewed: Original Bi-data Form NSC No 111846, NCEC (Dec 1986) No 71114, NCEC (Jan 2002) No 20100101, NCE (June 2007) and other service documents. All documents were all signed and photographs attached.	All documentation and academic qualifications of the applicant were reviewed and confirmed to be cleared.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
2	AJITU SAIBANU OMANI	ADAVI	OFFICE	04/01/1985	04/07/1988	04/05/2011	15	3	13/06/194	13/06/194	B.SC EDUC	Adavi	PLANNING RESEARCH/STATISTIC	ADAVI	Adavi	M	ACCESS BANK PLC	03871326	Original bi-data form, academic qualifications and service records signed and copies attached for further review.	Staff was not checked in the previous screening because of inadequate evidence. But upon review of the documents in the file revealed that staff was actually cleared in the past. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu.	Relevant documents required to be supplied were made available. These were reviewed and confirmed to be cleared. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu. The applicant was born 13/06/1946 and has appeared for both NCE and B.Sc. Edu.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
3	ALITU SULEIMAN OHIDA	ADAVI	OFFICE	05/07/1981	04/07/1988	04/05/2011	14	9	12/12/00	12/12/00	NCE	Adavi	LGEA OFFICE ADAVI	ADAVI	Adavi	M	GT BANK PLC	04882234	Original bi-data form, academic qualifications and service records signed and copies attached for further review.	Original Bi-data attached as an evidence of staff participation in the first screening exercise. All other documents having been reviewed found satisfactory.	Relevant documents required to be supplied were made available. These were reviewed and confirmed to be cleared.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
4	ANATANI BAMATU BEBECA	ADAVI	OFFICE	16/08/1962	04/06/1994	04/05/2011	9	5	20/12/97	20/12/97	NCE	NIT	Adavi	DIG OFFICE OSAMANA	ADAVI	Adavi	F	ACCESS BANK PLC	03871323	Original document of the following documents were signed and photographs attached to support affidavit for the following: Grade 1 (1985), NCE (2003) and other service records.	Staff presented relevant documents and academic qualifications to support affidavit for the following: Grade 1 (1985), NCE (2003) and other service records. These were all reviewed and found satisfactory.	The relevant affidavit was reviewed and all documents and academic qualifications were checked.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid
5	ANUSU OTIMBE YAMBU	ADAVI	OFFICE	04/04/1982	04/04/1994	04/05/2011	13	4	20/12/95	20/12/95	NCE	NIT	Adavi	LGEA OFFICE OSAMANA	ADAVI	Adavi	M	GT BANK PLC	04482818	Original Bi-data form, academic qualifications and service records signed and copies attached for further review.	Staff presented relevant documents and academic qualifications to support affidavit for the following: NCE (2003) and other service records. These were all reviewed and found satisfactory.	The relevant affidavit was reviewed and all documents and academic qualifications were checked.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid
6	ALDU AFU	ADAVI	NIGHT GUARD	04/08/2008	04/08/2010	04/08/2008	2	1	6/8/1980	NO CERT	NONE	Adavi	LGEA	KARABUKI	Adavi	M	ACCESS BANK PLC	03871016	Staff is a security guard without any academic certificate, he was employed on G.D on 12/08/2008. Academic service records were attached to original Bi-data.	Staff has now presented relevant service records, attached and reviewed. Staff has no other service records as in 2008. However, Staff is currently on the same G.D as in 2008. He has remained on the same G.D since 2008.	Staff has no academic qualification being employed as a Night Guard & academic/professional qualifications and has been integrated on same grade for more than 8 years.	Cleared	The affected staff to be CLEARED, vetted immediately and placed on CLEARED LIST OF PENSIONERS, while those in white areas of salaries if any should be paid.	
7	DAMASA RAMA F.	ADAVI	OFFICE	04/08/1982	11/12/1986	04/05/2011	16	9	06/12/85	B.SC	B.Sc	Onne	DISTRICT SCH SUPERVISOR	ADAVI	Adavi	M	Union Bank Plc	00110406	Staff presented relevant documents and academic qualifications with original document signed and photographs attached.	Staff was interviewed on 1st September 2007. During the interview staff was employed on 1st September 1982, when his recruitment was between 22/03/1979 to 24/06/2009. In 2006, hence, Staff was not a member of the line of employment. Currently he has worked between 2006 to present date on 1st September 2007.	Staff has no academic qualification being employed as a Supervisor. His service records are on file with the State Service Commission for employment between 12/02/1979 to 24/06/2009. In 2006, hence, Staff was not a member of the line of employment.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
8	ANES ULEFU	ADAVI	NIGHT GUARD	27/04/2008	27/04/2008	27/04/2008	2	1	20/12/84	NONE	NONE	Adavi	UMUSI	IGBE KUNDO	Adavi	M	ACCESS BANK PLC	07871423	Staff is a security guard with no academic qualification in order.	Staff being a night guard employed on G.D does not have any academic qualification. However, staff has been on the same G.D since 2008. Hence, he should be advised to resign.	Staff has been employed on the same G.D since 2008. Hence, he should be advised to resign.	Cleared	The affected staff to be CLEARED, vetted immediately and placed on CLEARED LIST OF PENSIONERS, while those in white areas of salaries if any should be paid.	
9	IBORI IMANI SILE	ADAVI	ADMAN STAFF	01/02/1983		04/05/2005	14	1	01/05/1980	NCE	NCE	Adavi	DSS NAQO ZANG	ADAVI	Adavi	M	First Bank	04470640	No original Bi-data, no NSC (1986) affidavit and no academic qualifications were attached for physical inspection.	No original Bi-data, no NSC (1986) affidavit and no academic qualifications were attached for physical inspection. The applicant was born 01/05/1980 and has appeared for both NCE and B.Sc. Edu. The applicant was born 01/05/1980 and has appeared for both NCE and B.Sc. Edu. The applicant was born 01/05/1980 and has appeared for both NCE and B.Sc. Edu.	Proper review of staff file showed that all documentation were in order but staff has reached the peak of the scale since 2005. Hence he should be advised to resign immediately.	Cleared	The affected staff to be CLEARED, vetted immediately and placed on CLEARED LIST OF PENSIONERS, while those in white areas of salaries if any should be paid.	
10	IGAC FACIE	ADAVI	OFFICE	04/02/1981	04/08/1998	04/05/2011	10	5	06/12/1987	DIPLOMA	DIPLOMA	Onne	LGA SCH. DNYEWA	DNYEWA	Adavi	M	ACCESS BANK PLC	00071870	Relevant documents were reviewed and original document of the report produced original of the relevant document for review and they are okay.	Presently staff is on G.D with last salary review of 2003. The relevant documents are attached. Also, affidavit for the relevant document were reviewed and found satisfactory. However, staff is on G.D since 2003. Hence, he should be advised to resign immediately.	Employed and promoted with Certificate Course, GD or other relevant qualifications. These certificates are only required for performance and not for career progression. Also holder of the certificates are to develop themselves within 3 years, otherwise to be dismissed.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF. However, holder of Certificate Course, GD, etc can no longer use the certificate for employment or to carry promotion, while those in white areas of salaries if any should be paid.	
11	ISAH OTUN DOLEKUNLE	ADAVI	ADMAN STAFF	03/11/1983		04/05/2011	8	3	01/02/1977	DIPLOMA	DIPLOMA	Adavi	ADAVI LGEA OFFICE	ADAVI	Adavi	M	Union Bank Plc	00165318	Original Bi-data attached and service records not available. However, staff has presented relevant documents and photographs attached for physical inspection.	Staff presented affidavit to the line of FSC and affidavit duly signed. NCE (June 1986), BSC (1993), Diploma in Religion Education and Staff Statement attached. Also, affidavit for the relevant document were reviewed and found satisfactory. However, staff is on G.D since 2003. Hence, he should be advised to resign immediately.	Proper review of staff file showed that all documentation were in order but staff has reached the peak of the scale since 2003. Hence he should be advised to resign immediately.	Cleared	The staff employment history should be reviewed and placed on the list grade. All salaries and allowances that have been earned as a result of service placement should be paid for the three consecutive years.	
12	ITOKA OBEH	ADAVI	OFFICE	06/01/1981	07/05/1988	04/05/2011	15	9	03/12/1985	B.SC EDUC	B.Sc EDUC	Adavi	LGA SCH. IYAWU	IYAWU	Adavi	M	ACCESS BANK PLC	00071014	Staff presented all service documents and academic qualifications for physical inspection. Photographs were being attached for further review.	Photographs of all service records, relevant documents and academic qualifications were presented, reviewed and found satisfactory.	Staff presented all relevant academic qualifications for physical inspection and all service records were in order.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
13	MARY SALAMU	ADAVI	OFFICE	17/08/1983	17/08/1985	04/05/2011	9	1	10/7/97	NCE	NCE	Adavi	LGEA CATHOLIC SCH KABA FACTI	ADAVI	Adavi	F	ACCESS BANK PLC	04882970	All documentation are in order.	Staff was not checked in the previous screening report staff could not be cleared due to under age (15 on 12th birthday) employment. However, the applicant's information revealed that she was born 17/08/1983 and has appeared for NCE (1997) to 24/06/2009. In 2006, hence, she cannot be included for employment as a minor.	Reference to previous screening report staff could not be cleared due to under age (15 on 12th birthday) employment. However, the applicant's information revealed that she was born 17/08/1983 and has appeared for NCE (1997) to 24/06/2009. In 2006, hence, she cannot be included for employment as a minor.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	
14	MUHAMMAD HAWASHI	ADAVI	OFFICE	1/2/2005	1/2/2005	1/1/2005	8	1	6/5/1979	NCE	NCE	Adavi	LGA MODEL SEC	OSAMANA	Adavi	F	GT BANK PLC	02149504	The following academic certificates were signed and photographs attached FSC No 01214, NCEC (2002) No 01172, NCE (2003) No 01172, NCE (2003) No 01172, and other service records were attached for review and they are okay.	Staff has now presented all relevant documents and academic qualifications to support affidavit for the following: FSC (2002), NCE (2003), NCE (2003) and other service records. Staff Bank Statement also attached.	Photographs of relevant documents and academic qualifications were attached for physical review and found satisfactory.	Cleared	Staff name to be moved to REGISTER OF CLEARED STAFF and errors of salaries if any should be paid	

10	DMELIA DOWN GRADE	ADMIN	ACCOUNT	04-01-08	05-10-08	03-01-12	B	0			01-04-12	DIPLOMA	Admin	LEGAL OFFICE	ADMIN	Admin	M	ACCESS ADMIN/PLC	070872463	<p>Documents signed: Original Diploma, RWCU/BAEC (June 2018), Diploma re-issuing (June 2020). Other service records and photocopies attached.</p> <p>Staff was employed in 2008 on CL. It has currently the has been promoted to CL 8 (step 8) with job ANAC (2016) and Diploma (Diploma of National Diploma) obtained in 2020 as required qualification. This is an exceptional promotion. Staff has been promoted above his academic qualification. Hence the should be inverted.</p> <p>The progressive history of the staff should be reviewed and recorded. Staff was employed in 2008 on CL 4 but currently she has been promoted to CL 8 and P-20 (not ANAC (2016) and Diploma (Diploma of National Diploma) obtained in 2020 as required qualification. This is an exceptional promotion. Staff has been promoted above his academic qualification.</p>	<p>Employed and promoted with Certificate Course, CD or PD (Bsc Accounting certificate). These certificates are only required for promotions and not for career progression.</p> <p>Staff needs to be moved to REGISTER OF CLEARED STAFF, because his/her old Certificate Course, CD, PD can no longer use the certificates for employment on to any promotion, while these in service can no longer be promoted beyond their current grade. And holder of the certificates are to develop themselves within 3 years otherwise to be considered as dead.</p>
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