

# LAGOS STATE JUDICIARY



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Ref Number and date of this letter  
E-mail: [chiefregistrar@lagosjudiciary.gov.ng](mailto:chiefregistrar@lagosjudiciary.gov.ng)

Chief Registrar  
High Court of Lagos State  
Oba Akinjobi Street, G.R.A.  
Ikeja, Lagos.

LASJ/312834/VOL.1/190

30<sup>th</sup> December, 2021.

**Akanni-Siyanbola Haleemoh Ibitoye,**  
74, Cemetary Street,  
Ebute Metta,  
Lagos State.

## OFFER OF APPOINTMENT ON PROBATION

I am directed to offer you appointment on probation as **Clerical Officer on Grade Level 04, Step 1**, at **₦ 445,836.48k** (Gross Salary) per annum, with effect from 17<sup>th</sup> December, 2021.

2. Your incremental date will be the date of your appointment on probation advanced to the first of the month concerned. Yearly increment will be granted provided your services in all respects have been entirely satisfactory throughout an increment earning period.
3. Your duties shall include your usual duties of the Office in which you are engaged and any other suitable duties which Government may call you upon to perform. You must not either directly or indirectly engage or be concerned in any other service while in the service of the Government. You will comply with the **Public Service Rules** and other instructions of the Government in force as applicable.
4. Government can, at its discretion determine your appointment by giving you a month's notice or pay one (1) month's salary in lieu of notice and you must comply with the terms of any agreement you might have entered into with Government or any of its accredited representatives.
5. You will be entitled to **Vacation Leave** at the rate of **21 working days** in a year which will be calculated on a pro rata basis in respect of a completed month of Service. If you are certified by a **Government Medical Officer** as unable to attend work because of illness, you may be granted **Sick Leave** up to a maximum of **Six (6) weeks** in a year.
6. Government cannot accept responsibility for providing you with **Housing Accommodation** but should you be provided with one, you will be required to pay rent at the prevailing rate. You will also be required to comply with the **Public Service Rules** and other instructions relating to the occupation of **Government Quarters**.

7. The validity of this Appointment is subject to your **submission of a Medical Report of Fitness from a Government Hospital.**
8. However, Confirmation of your Appointment is subject to presentation of your Original Certificate issued from a recognized Institution.
9. By standard practice, persons offered Appointment are requested to assume duty within a month of the date of the **Letter of Appointment**, unless they can give satisfactory reason for assuming duties later. In the event of their not assuming duty within the stipulated time and in the absence of satisfactory reasons for being unable to assume duty, the **Offer of Appointment** will lapse.
10. Notice of this incidence will soon be published in the State Official Gazette.
11. Congratulations!

  
**Mrs O.A. Okunuga**  
Chief Registrar