

FRSC/HQ/CS/516/VOL.5/21

See Distribution

2022 PROMOTION EXERCISE: ADMINISTRATIVE INSTRUCTIONS FOR CCs, DCCs AND ACCs EXERCISE

References:

- A. FRSC/HQ/CS/516/VOL.5/20 dated 7 Dec, 2022.
- B. FRSC/HQ/CS/516/VOL.5/19 dated 25 Nov, 2022.

Quoted references 'A' & 'B' are in respect of the above subject.

2. I am directed to refer to Senior Officers' (CCs, DCCs & ACCs) promotion exercise referenced above and to inform participants in the 2022 promotion that the exercise is scheduled to hold from **Mon 19 - Wed 21 Dec, 2022** for CCs and **Sun 08 Jan - Fri 20 Jan 2023** for DCCs/ACCs in RSHQ.

3. Participants should note that Officers from the rank of Corps Commander (CC) to Deputy Corps Commander (DCC) are expected to report to **FRSC Medical Centre Gwarinpa, Abuja** for a **comprehensive Medical Test**, while Officers from the rank of Assistant Corps Commander (ACC) and below will present **Medical Certificate of Fitness** issued by **Government approved hospital** not earlier than **01 Nov, 2022**; and **Pass Slip** duly endorsed by their Supervising Officers.

4. In furtherance to the above, participants should only visit RSHQ on their scheduled dates of examination to avoid crowd and should note the followings:

- a. **CC - ACM** will take their Oral Interview on **Mon 19 Dec 2022**.
 - i. **Arrival/Documentation** commences on **Sun, 18 Dec 2022**.
 - ii. **Comprehensive Medical Fitness Test:** Participants in this category are expected to complete their comprehensive medical fitness test on **Mon 19 Dec 2022** latest 1800hrs compulsorily from the FRSC Medical Centre, Gwarinpa. Failure to comply with this will lead to **automatic disqualification** from the process.
 - iii. **Oral Interview:** The Oral Interview for CC - ACM will commence by 1100hrs on **Tue 20 Dec 2022**.
 - iv. **Departure:** All participants are expected to depart to their various Commands on **Wed, 21 Dec 2022** and **must not** be seen within the vicinity of RSHQ.
- b. **DCC - CC**
 - i. **Arrival/Documentation** commences on **Sun 08 Jan 2023**.
 - ii. **Comprehensive Medical Fitness Test:** Participants in this category are expected to undergo comprehensive medical fitness test on **Sun, 08 Jan 2023** latest 1800hrs compulsorily from the FRSC Medical Centre, Gwarinpa. Failure to comply with this will lead to **automatic disqualification** from the process.

- iii. PFT will be conducted on **Mon, 09 Jan 2023 by 0600hrs.**
- iv. **Examination:** The **Computer Based Examination** will commence by **1000hrs on Mon, 09 Jan 2023.**
- v. **Oral Interview** will be conducted on **Mon 16 - Thur 19 Jan 2023**
- vi. **Departure:** All participants are expected to depart to their various Commands on **Fri 20 Jan 2023** and **must not** be seen within the vicinity of RSHQ.

c. **ACC - DCC**

- i. **Arrival/Documentation** commences on **Sun 08 Jan 2023.**
- ii. **Comprehensive Medical Fitness Test:** Participants in this category are expected to undergo comprehensive medical fitness test on **Sun, 08 Jan 2023 latest 1800hrs** compulsorily from the FRSC Medical Centre, Gwarinpa. Failure to comply with this will lead to **automatic disqualification** from the process.
- iii. PFT will be conducted on **Mon, 09 Jan 2023 by 0600hrs.**
- iv. **Examination:** The **Computer Based Examination** will commence by **1000hrs on Tue, 10 Jan 2023.**
- v. **Oral Interview** will be conducted on **Mon 16 - Thur 19 Jan 2023**
- vi. **Departure:** All participants are expected to depart to their various Commands on **Fri 20 Jan 2023** and **must not** be seen within the vicinity of RSHQ.

5. The dress code for each of the activities of the exercise is as follows:

- | | |
|-------------------------|------------------------------|
| a. PFT: | Sports Wear |
| b. Written Examination: | Dress of the Day |
| c. Oral Interview | Dress No 4 with Beret |

6. In the course of the promotion exercise, any participant feeling symptoms of sickness should report to CMRO **immediately.**

7. **Documentation:** Participants are required to:

- a. Download the Documentation form (**see attached, please**)
- b. Report to the CS Office on arrival.
- c. Submit copy of the documentation form attached with the following documents:
 - i. Last Promotion Letter
 - ii. Management Commendation Letter(s) - If any
- d. Dress Code: Mufti with Staff Identity Card

8. **Physical Fitness Test:**

- a. The PFT will be conducted within RSHQ premises as starting point by 0600hrs.
- b. Dress Code for PFT - **Sports Wear**.

9. **Examination:** DCCs and ACCs are required to assemble at RSHQ Wuse Zone 3, Abuja on scheduled dates, for Computer Based Examination by 1000hrs.

Roles and Responsibilities of Offices involved in the Exercise

10. In order to ensure smooth outing on all the activities lined up for the Senior Officers Promotion Exercise, Ag. CM has directed the under mentioned Offices to ensure the following action(s).

a. **Corps Provost**

- i. Deploy Officers and Marshals for maximum security in and around RSHQ throughout the period of the exercise.
- ii. Ensure availability of parking space for concerned Officers.
- iii. Ensure orderliness of participants.

b. **Corps Intelligence Officer**

- i. Deploy Int. Officers and Operatives to avert breach of protocols.
- ii. Ensure security and safety of staff and properties.
- iii. Ensure that all Senior Officers that have concluded their examination leave the RSHQ premises.

c. **Corps Medical Rescue Services**

- i. Deploy a standby Ambulance and Paramedics throughout the exercise.
- ii. Provide hand sanitizers and ensure temperature check of all candidates.

d. **Sector Commander, RS7.1 FCT, Abuja**

Ensure the deployment of Officers and Marshals to control and ensure smooth flow of traffic during the physical fitness exercise.

e. **Documentation Team**

Documentation Team should note that any team that recommends unqualified candidates would be held responsible and made to face disciplinary action for their failure to properly scrutinize the participants.

Timetable and Lectures Compendium

11. Participants are enjoined to download the Timetable as attached, and visit FRSC Staff Login for Lecture Compendium applicable to their rank.

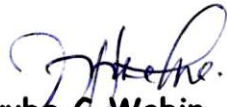
12. Commanding Officers are directed to bring the content of this Administrative Instructions to staff under their purview and ensure strict adherence, while all enquiries should be directed to the undersigned, please.

Conclusion

13. In conclusion, all enquiries and clarifications on the proper conduct of this exercise should be channeled to **Chairman, Management Promotion Committee (MPC)** on 08077690005 or 08032226009, **Corps Secretary** on 08077690054 or 08033683332

14. Best of luck.

12 Dec 2022


ACM Ayuba G Wobin
Assistant Corps Marshal
Corps Secretary
for: Ag. Corps Marshal

DISTRIBUTION

External

Action:

All Commanding Officers

Cmdts: FCSC, Acad, MIT Trg and RMA Trg

Internal

Action:

All DCMs

All ACMs

All Special Units

Internal Info:

Ag. CM

Ag. PSO-CM

File