

FRSC/HQ/CS/516/VOL.6/004

See Distribution

2023 PROMOTION EXERCISE: ADMINISTRATIVE INSTRUCTIONS FOR CCs, DCCs AND ACCs EXERCISE

References:

- A. FRSC/HQ/CS/516/VOL.6/001 dated 23 Aug, 2023.
- B. FRSC/HQ/CS/516/VOL.6/002 dated 08 Sep, 2023.
- C. FRSC/HQ/CS/516/VOL.6/003 dated 20 Sep, 2023.

Quoted references "A-C" are in respect of the above subject.

2. I am directed to inform Senior Officers (CCs, DCCs & ACCs) that the 2023 Promotion Exercise has been scheduled to hold from Tue 03 - Thur 05 Oct, 2023 for CCs, and Mon 09 - Wed 18 Oct 2023 for DCCs/ACCs in RSHQ, Abuja.

3. Participants should note that Officers of the rank of Corps Commander (CC) and Deputy Corps Commander (DCC) are expected to report to **FRSC Medical Centre Gwarinpa, Abuja** for a **comprehensive Medical Test**, while Officers of the rank of Assistant Corps Commander (ACC) will present **Medical Certificate of Fitness** issued by **Government approved hospital** not earlier than **01 Aug, 2023**; and **Pass Slip** duly endorsed by their Supervising Officers.

4. In furtherance of the above, concerned Senior Officers are enjoined to note the followings:

a. **CC - ACM.**

- i. **Arrival/Documentation** commences on **Tue, 03 Oct 2023** at **RSHQ**.
- ii. **Comprehensive Medical Fitness Test:** Participants in this category are expected to complete their comprehensive medical fitness test on **Mon 02 Oct 2023** 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 1000hrs on **Wed 04 Oct 2023**.
- iv. **Departure:** All participants are expected to depart to their respective Commands on **Thur, 05 Oct 2023**.

b. DCC - CC

- i. Arrival/Documentation commences on Mon 09 Oct 2023 at RSHQ.
- ii. **Comprehensive Medical Fitness Test:** Participants in this category are expected to undergo compulsory Comprehensive Medical Fitness Test on or before Sunday 08 Oct 2023 from the FRSC Medical Centre, Gwarinpa. Failure to comply with this will lead to automatic disqualification from the process.
- iii. **Physical Fitness Test (PFT)** will be conducted on Tue, 10 Oct 2023 by 0600hrs at RSHQ Wuse Zone 3, Abuja.
- iv. **Examination:** The Handwritten Examination will commence by 1000hrs on Tue, 10 Oct 2023.
- v. **Oral Interview** will be conducted on Mon 16 Oct 2023 at RSHQ.
- vi. **Departure:** All participants are expected to depart to their respective Commands on Tue 17 Oct 2023.

c. ACC - DCC

- i. Arrival/Documentation commences on Mon 09 Oct 2023.
- ii. **Medical Certificate of Fitness:** Participants in this category are expected to present Medical Certificate of Fitness issued by Government approved hospital not earlier than 01 Aug, 2023. Failure to comply with this will lead to automatic disqualification from the process.
- iii. PFT will be conducted on Tue, 10 Oct 2023 by 0600hrs at RSHQ Wuse Zone 3, Abuja.
- iv. **Examination:** The Handwritten Examination will be conducted on Wed, 11 Oct 2023 by 1000hrs.
- v. **Oral Interview** will be conducted on Tues 17 Oct 2023 at RSHQ.
- vi. **Departure:** All participants are expected to depart to their respective Commands on Wed 18 Oct 2023.

5. The Dress Code for 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. Participants are required to:

- a. Download the Documentation Form from Staff Login.
- b. Report to the CS Office on arrival for documentation.
- c. Submit Six (6) copies each of the Documentation Form with the following documents:
 - i. Duly endorsed Pass Slip
 - ii. Medical Certificate of Fitness
 - iii. Last Promotion Letter
 - iv. Commission/Management Commendation Letter(s) - If any
 - v. Achievements while on the rank
- d. Dress Code for Documentation: Mufti with Staff Identity Card conspicuously displayed.

7. Examination: DCCs and ACCs are required to assemble at RSHQ, Wuse, Zone 3, Abuja on scheduled dates, for Handwritten Examination by 0900hrs.

ROLES AND RESPONSIBILITIES OF OFFICES INVOLVED IN THE EXERCISE

8. In order to ensure seamless outing in all the activities lined up for the Senior Officers Promotion Exercise, 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 and comportment by the participants.

b. **Corps Intelligence Officer**

- i. Deploy Intelligent 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. Ensure Blood Pressure check of all candidates.

d. Documentation Team

Documentation Team should note that any team that recommend unqualified candidates would be held responsible and made to face disciplinary action for their failure to exhibit due diligence in carrying out the assigned tasks.

(Timetable and Lectures Compendium

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

10. This Administrative Instructions is subject to review and such will be appropriately communicated to concerned staff.

11. Commanding Officers are enjoined to bring the content of this Administrative Instructions to staff under their purview, and ensure strict adherence.

12. Treat as imperative.

20 Sept 2023

Rlt

CC RUK Alo
Corps Commander
Ag. Corps Secretary
for: 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:

CM

PSO-CM

File