

30th January, 2015

The Honourable ~~Minister~~, **Chairman**
Federal Civil Service Commission,
The Presidency
3 Abijan Street, Wuse zone 3
Abuja.



Dear Sir,

FREEDOM OF INFORMATION (FOI) REQUEST FOR RECORDS OF PAYMENTS FOR CAPITAL PROJECTS RELEASED TO THE FEDERAL CIVIL SERVICE COMMISSION IN THE YEAR 2014

On behalf of Public Private Development Centre (PPDC) and in accordance with the provisions of the Freedom of Information Act, 2011, we write to make a request for records with details of the sums approved to your Commission as Capital warrants in the first, second, third and fourth quarters of 2014.

We kindly require the information provided in this regard to include:

1. The name of each project for which warrants were approved in 2014
2. The date payment, approval and release was made to your MDA on each identified project
3. The amount approved by your MDA after fulfilling procurement procedures
4. The amount utilized by your MDA for each of the listed projects within the 2014 fiscal year

This request is in line with Section 2(3) and (4) of the Freedom of Information Act, 2011, which require all "...information relating to the receipt of expenditure of public or other funds of the institution" to be "widely disseminated and made readily available..."

We would appreciate the receipt of documents with this information promptly and in any event, not later than 7 days of this application as required by the Freedom of information Act, 2011.

Should you require any clarification regarding this application, please do not hesitate to contact us either by phone; **08029455583, 07066618896** or via mail: ppdc@procurementmonitor.org or kindly direct all hard copy correspondence to our office.

Thank you.

Yours sincerely,

ILO NKEMDILIM,

Procurement Monitoring Coordinator
Public and Private Development centre (PPDC)