



GOVERNMENT OF SIERRA LEONE  
MINUTE PAPER

18<sup>th</sup> May, 2022

**From:** The Permanent Secretary, MoHS

**To:** See Below

**Copy:** The Hon. Minister  
The Deputy Minister  
The Senior Permanent Secretary  
The Chief Medical Officer  
The Director General, HRMO  
The Secretary, PSC  
File

**VERIFICATION OF ACADEMIC CREDENTIALS**

I am directed to refer to the above subject matter under cover of a circular memorandum Ref: PSC/1366 dated 11<sup>th</sup> May, 2022 and to request all employees of the Ministry whether on contract or permanent and pensionable establishment to submit copies of their certificates, diplomas and degrees for verification.

You would recall that a Joint Communiqué was issued in that behalf signed by Minister of Technical and Higher Education, the Chairman Public Service Commission, the Secretary to the Cabinet and Head of the Civil Service, the Director-General, Human Resource Management Office and the Chairman, Tertiary Education Commission.

Therefore, it is instructive that the Ministry of Health and Sanitation conducts a system wide audit of all academic awards.

All academic awards (Certificates, Diplomas and Degrees) should be submitted to the Directorate of Human Resources for Health directly, or through their respective Heads of entity for verification and in readiness for onward submission to the Public Service Commission on or before the **30<sup>th</sup> May, 2022**.

Kindly treat seriously and with dispatch. Failure to submit on or before the deadline could be consequential.

I am to count on your understanding and usual kind cooperation.

