



Chartered Institute of Administration

(A Professional and Examining Body Chartered
by Federal Government Act No. 103 of 1992)

Plot 1666, House 15B, 11 Close, 7th Avenue, Festac Town,
P.M.B. 3063, Surulere, Lagos. ☎: 01-7944969, 08076983067

MANDATORY RECERTIFICATION OF MEMBERS **Extension of Deadline**

In response to the persistent request of members, Governing Council has approved that the deadline for Recertification of Members be extended to **30th April, 2009**. There shall be no further extension.

Please complete the Form below (if you have not completed one before) and return it before the expiration of the deadline enclosing a bank draft of N30,000 to cover: (a) recertification fee of N10,000, (b) national secretariat building levy of N10,000, and (c) deposit of N10,000 for subscription arrears subject to our reconciliation of your subscription account in due course.

Similarly if you have completed the Form previously without making the required payment, you are advised to do so before the expiration of the deadline if you wish to retain your membership.

Please note that only members recertified by the closing date will be included in the Institute's List of Members and published in the national newspapers, as well as posted in the Institute's website early in the second quarter of this year.

RECERTIFICATION FORM

Personal Name (in Full) _____

Membership No. _____ Membership Grade _____

Office Location Address (not POBox) _____

Residential Location Address (not POBox/PMB) _____

Postal Address (POBox/PMB) _____

E-mail _____

Telephone _____

CHIEF (DB.) J. A. OKORONKWO, F.C.I.A.
REGISTRAR / CHIEF EXECUTIVE