



Office of the Honourable Commissioner
Ministry of Education

4 March, 2025

MOE/AD/S/16/VOL.V/202

The Executive Chairman
State Universal Basic Education Board (SUBEB)
Akwa Ibom State

The Executive Chairman
State Secondary Education Board (SSEB)
Akwa Ibom State

The Executive Chairman
State Technical Education Board (STEB)
Akwa Ibom State

The Director
Agency for Adult and Non-Formal Education (AANE)
Akwa Ibom State

The Executive Secretary
Akwa Ibom State Scholarship Board
Akwa Ibom State

Sir/Madam

**COMPREHENSIVE/STANDARDIZED GUIDELINE FOR BASIC EDUCATION
BUDGET AND WORK PLAN IN AKWA IBOM STATE**

The above subject refers:

1. In line with efforts to enhance basic education planning and budgeting in Akwa Ibom State, I hereby convey the approval of the adoption of Comprehensive/Standardized Guidelines for Basic Education Budget and Work Plan for immediate implementation by all Departments, Agencies and Boards (DABs) under the Ministry of Education, Akwa Ibom State.

Ministry of Education

Block 10 Idongesit Nkanga Secreteriat, Uyo, Akwa Ibom State, Nigeria.

Tel: 08022227164. **Website:** akwaibomstate.gov.ng



2. These guidelines, developed collaboratively by the Ministry of Education and the Ministry of Budget and Economic Planning, aim to standardize, consolidate, and enhance efficiency, transparency and strategic alignment in basic education budget and work plan across all DABs under the Ministry of Education.
3. Accordingly, all DABs under the Ministry of Education are hereby directed to ensure their consolidated budget and workplan align with the underlisted guidelines:
 - i. Align with or based on the State Education Sector Strategy (SESS) and reflect all the programs /projects related to basic education in the State.
 - ii. Projected funding envelop/ceiling for the basic education sector.
 - iii. Align with the State chart of accounts expenditure classification and program segment.
 - iv. Reflect recurrent costs associated with frontline workers – salaries, benefits, recruitment – noting which funding source will cover (LG or State)
 - v. Capital: include prioritization criteria, investment management guidelines, geotagging, adherence to costing standards, physical and fiscal reporting.
4. For inquiries regarding these Guidelines in this circular, please contact the Director of Planning, Research and Statistics, Ministry of Education, Akwa Ibom State.
5. Kindly accept my esteemed regards.
6. Thank you.



Professor Ubong Essien Umoh
Honourable Commissioner for Education