



GOVERNMENT OF EBONYI STATE OF NIGERIA

Ministry of Health, Abakaliki Office of the Honourable Commissioner

E-mail: ebonyiministryofhealth@gmail.com
ebonyihealthcommissioner@gmail.com

Block 5,
Centenary City Secretariat
Abakaliki

Date: 27th March, 2025

Our Ref: Your Ref:

GENERAL CIRCULAR

FROM: Hon. Commissioner Ministry of health	TO: The Permanent Secretary The Executive Secretaries The Chief Executive/HA The Provost, SHTECH, Ngbo The Provost EBSCONS Uburu Ministry of Health Abakaliki.
---	---

SUBJECT: ADOPTION OF ANNUAL OPERATIONAL PLAN (AOP) AS STANDARD WORK PLAN AND ALIGNMENT WITH STATE ANNUAL BUDGET

As part of our efforts to enhance efficiency, effectiveness, and accountability in the health sector, this circular mandates all health-related MDAs to adopt the Annual Operational Plan (AOP) as the standard work plan for all projects and programs.

Key Requirements:

- AOP Development:** Each MDA must develop an AOP that outlines specific, measurable, achievable, relevant, and time-bound (SMART) objectives, strategies, and activities for the fiscal year.
- Alignment with State Annual Budget:** All AOP projects must align with the state's annual budget and reflect the overall health sector priorities and goals.
- Standard Template:** MDAs must use the standardized AOP template provided by the State Ministry of Health to ensure consistency and ease of monitoring.
- Submission and Approval:** MDAs must submit their AOPs to the State Ministry of Health for review and approve annually.
- Implementation and Monitoring:** MDAs must implement their AOPs and provide quarterly progress reports to the State Ministry of Health.

Rationale:

The adoption of AOPs as standard workplans will:

- Enhance clarity and focus on health sector priorities
- Improve resource allocation and utilization
- Strengthen monitoring and evaluation
- Foster accountability and transparency

For further clarification or guidance, please contact The Permanent Secretary or DPRS EBSMOH on 08037786824 or 08064441423.

Thank you for your prompt attention to this matter.

Best regards,

A handwritten signature in green ink, consisting of a stylized, cursive name that appears to be 'Ekuma Moses Ikenna'.

Dr. Ekuma Moses Ikenna (FMCOG, FWACS)

Hon. Commissioner