

MEMO



NIGERIAN SHIPPERS' COUNCIL
4, Otunba Ayodele Soyode Lane, Apapa,
PMB 50617, Ikoyi Lagos.
P.O. Box 3887, Apapa, Lagos
E-mail: nsc@shipperscouncil.gov.ng

From: **AE(O) 1**

To: **DHRM**

Dept:

Date: **23/09/2024**

**REQUEST FOR PAYMENT OF 1ST 28 DAYS ALLOWANCE IN LIEU OF
HOTEL ACCOMODATION**

Please ma, I wish to request for the payment of the 1st 28days allowance in lieu of hotel accomodation in order to allow me settle down for my duty ma, I was residing at Amuro village Itim, Afikpo North Ebonyi state before I was employed at Nigerian Shippers' Council as an Assistant Executive Officer with effect from 23rd September, 2024.

I would be grateful if my request is granted.

Submitted for your kind consideration and approval ma.

Duru O. Timothy

(A) DD APS
Please, treat.
04/10/24
DHRM