POLICY ON STAFF DEVELOPMENT PATTERN 
PREAMBLE 
To build up capacity amongst non-teaching members of staff, it is desired to 
encourage staff to pursue various training programs that could be of short, medium 
and long term duration. Annually, a large number of staff embark on self-development programmes and ultimately express the desire to have their effort 
rewarded by the university upon completion. In order to streamline this, the 
following is being proposed: 
SPONSORHSIP FOR CONFERENCES 
i. To allow for wider coverage, a staff shall be eligible for consideration for only 
one conference sponsorship per year, except where he/she is nominated for 
in-house or local workshop. 
ii. Only duly registered full members (non-students) or professional bodies shall 
be eligible for consideration of sponsorship at conferences of relevant 
profebe

Human Resources Management Department within one week of completion of 
the programme. 
Iv. Where possible, the ST&DU should reproduce the training in-house in order to 
share the knowledge/skill gained with relevant staff/units in the university. 
v. Heads of Departments/units should ensure equity and fairness/fair play in the 
nomination of staff for training and as much as possible ensure every staff in 
the Department/Unit is nominated for training over a period of time.` 
vi. In case a staff has not gone for training for a while, the Head of 
Department/Unit should provide information to the staff training and 
development unit on why the staff has not had such opportunity. 
STUDY LEAVE 
In order to build up capacity amongst members of staff, it is desirable to encourage 
staff to pursue various training programs that could be of short, medium and long 
term duration. To be considered for any of these leaves, an applicant must satisfy the 
following conditions: 
1. Apply for and be granted approval before commencing on any short-term of 
progrmme of study (within or outside the University of Lagos). 
2. The University may grant study leave with pay for officers handling schedules 
in highly demanding and sensitive areas. 
3. Only members of staff that have been granted approvals shall proceed on such 
programmes. 
4. Staff may decide to embark on self-development efforts provided that such 
programmes would h

Long Term Study Leave 
These are programmes that would take the candidate out of his