

In case of reply the  
number and date of this  
letter should be quoted

My Ref LG 107/212/01/928

Your Ref



HEADQUARTERS  
GHANA POLICE  
ACCRA

24TH JANUARY, 2012

**APPOINTMENT INTO THE GHANA POLICE SERVICE**  
**THERESA SARFO-BONSU**

I have the pleasure to inform you that you have been offered appointment into the professional corps of the Ghana Police Service as a **Staff Midwife** with the rank of **Sergeant** with effect from **1<sup>st</sup> February 2012**. You will therefore report to the Medical Director, Police Hospital on the same day to commence work. You will be made to undergo a three month basic training programme at any of the Police Training Schools on a date yet to be fixed.

2. You will be required to swear an oath of allegiance, secrecy and loyalty to the Republic of Ghana, and obey all lawful commands of the Government of the Republic of Ghana.

3. You will be on probation for eighteen (18) months. You will also be made to undergo attachment in practical police duties for one month at a Police Station after your basic training.

4. Note that throughout your training up to the time you complete your probation, you will be assessed based on your ability to cope with the training, your work whilst under probation and your general conduct. The Ghana Police Service reserves the right to withdraw you from the Service if within this period, you are adjudged to be unlikely to make a competent and capable Police Officer.

5. **CAREER SCHEME**: Your further progress in the Service shall be determined by:

- a) Efficiency, integrity and good conduct;
- b) Your having served the required number of years, successfully attending promotion courses obligatory to the rank: and
- c) Existing vacancies.

6. **SALARY**: You will be entitled to the salary of **Sergeant**. You will enter the scale at the maximum point. You will also enjoy all other allowances applicable to the ranks. Additionally, there will be arrangements with the Ministry of Health for you to receive other professional allowances to top up your income to be at the same level as your colleagues in the Health Services.

7. **DISCIPLINE:** Under being confirmed in your rank after probation, you will be subject to the rules and regulations as contained in:

- a) Police Service Act, 1970 (ACT 350) as amended by NRCD 303/74;
- b) Police Service (Disciplinary Proceedings) Regulations, 1974 (LI. 993);
- c) Police Service (Administration) Regulations 1974 (LI. 880) as amended by the Police Service Administration (Amendment) Regulations, 1974 (LI.992);
- d) PND C Law 42 as amended by PNDC Law 74 and Articles 199-204 of the constitution of the Republic of Ghana, 1992;
- e) Police Service Instructions and Police Service Orders; and
- f) Administrative circulars and other instructions issued under the authority of the office of the Inspector-General of Police.

8. Your general appearance, comportment, conduct and all other details of your conditions of Service and general behaviour shall be governed by the above enactments and regulations.

9. This letter will constitute authority for the payment of your salary and allowances from the date you assume duty.

10. If you accept the terms and conditions enumerated above, you should acknowledge receipt and acceptance of the offer before **Monday, 30<sup>th</sup> January, 2012** and report to the Medical Director, Police Hospital, Accra for medical examination immediately.



for: **INSPECTOR-GENERAL OF POLICE**  
**[ DR. GEORGE A. DAMPARE, DCOP ]**  
**DIRECTOR-GENERAL/FIN. & ADMN**

**THERESA SARFO-BONSU**  
**C/O P.O. BOX 1916**  
**ADUM-KUMASI**

- cc: All HEMAB Members
- " The Director-General/Finance
  - " The Medical Director/Police Hospital
  - " The Commanding Officer/NPTS
  - " The Quartermaster-General
  - " The Chief Internal Auditor
  - " The C/Supt/Computer
  - " The Director/Estate
  - " Staff Officer/Est. & Records.