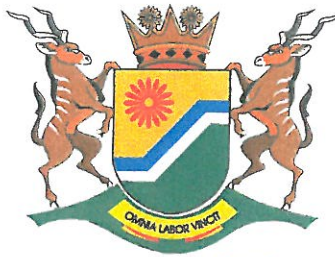


MPUMALANGA PROVINCIAL GOVERNMENT

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Department of Finance Office of the HOD

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| Litiko LeteTimali | UmNyango weZeemali | Departement van Finansies | Kgoro ya Matlotlo |
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Enquiries: NM Madike
Reference: DOF 12/3/5/2

PROVINCIAL TREASURY CIRCULAR NO. 13: OF 2013

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THE ACCOUNTING OFFICER: VOTE 1: OFFICE OF THE PREMIER (DR NONHLANHLA MKHIZE)
THE ACCOUNTING OFFICER VOTE 3: FINANCE (MS NZ NKAMBA)
THE ACCOUNTING OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR D MAHLOBO)
THE ACCOUNTING OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT AND LAND ADMINISTRATION (MS NL SITHOLE)
THE ACCOUNTING OFFICER: VOTE 6: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM (DR DV DLAMINI)
THE ACCOUNTING OFFICER: VOTE 7: EDUCATION (MS MOC MHLABANE)
THE ACCOUNTING OFFICER: VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT (MR KM MOHLASEDI)
THE ACCOUNTING OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY & LIAISON (MR ST SIBUYI)
THE ACCOUNTING OFFICER: VOTE 10: HEALTH (MR RM MNISI)
THE ACCOUNTING OFFICER: VOTE 11: CULTURE SPORT AND RECREATION (MS SP MJWARA)
THE ACCOUNTING OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS NL MLANGENI)
THE ACCOUNTING OFFICER: VOTE 13: HUMAN SETTLEMENTS (MR S MTSWENI)

THE CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR T NKOJOANA)
THE CHIEF FINANCIAL OFFICER: VOTE 3: FINANCE (MS P SEMENYA)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR MD SHIPALANA)
THE CHIEF FINANCIAL OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT AND LAND ADMINISTRATION (MR C. DLAMINI)
THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM (MS JP HLATSHWAYO)
THE CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION (MR CB MNISI)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT (MR S MATSEBULA)
THE CHIEF FINANCIAL OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY & LIAISON (MR BH NGOMA)
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MS B MOJAPELO)
THE CHIEF FINANCIAL OFFICER: VOTE 11: CULTURE SPORT AND RECREATION (MS P KHOZA)
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS P MORGAN)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 13: HUMAN SETTLEMENTS (MS S. SEFALA)

THE GENERAL MANAGER: SUSTAINABLE RESOURCE MANAGEMENT (PT) (MS G MILAZI)
THE GENERAL MANAGER: ASSETS AND LIABILITIES MANAGEMENT (PT) (MR JB MBATHA)
THE GENERAL MANAGER: FINANCIAL GOVERNANCE (PT) (MS J BEZUIDENHOUT)

SUBMISSION OF ROLL OVER REQUEST OF UNSPENT FUNDS IN 2012/13

Departments are required to submit request for rollover of unspent funds in 2012/2013 financial year. Section 6.4.1 of Treasury Regulation states that funds appropriated but not spent in a particular financial year may be rolled over to a subsequent year subject to approval of the relevant treasury. Such approval will be guided by the following limitations-

- a) *Payments for capital assets:* Unspent funds on payments for capital assets may only be rolled over to finalise projects or asset acquisitions still in progress.
- b) *Transfers and subsidies:* Savings on transfers and subsidies may not be rolled over for purposes other than originally voted for.
- c) *Current payments:* Savings on compensation of employees may not be rolled over. A maximum of five per cent of a department's payments for goods and services may be rolled over.

Section 6.4.2 of Treasury Regulation states that request for rollover must be submitted to the relevant treasury on or before the last working day of April in format determined by the National treasury and must include:

- (a) The purpose for which the funds were appropriated;
- (b) The reasons why the funds were not spent;
- (c) Proposed changes to the use of the funds, if any; and;
- (d) A disbursement schedule indicating the month(s) in which the expenditure is expected to be incurred.

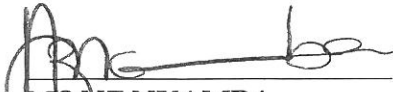
Please note that section 6.4.3 states that funds for a specific purpose may not be rolled over for more than one financial year, unless approved in advance by the relevant treasury.

Departments with conditional grants are required to report the grants information separately. Furthermore departments are required to reflect the total amount of unspent for each conditional grant, the amount of unspent funds for the relevant grant not committed to identifiable projects and the amount of funds committed to identifiable projects in 2012/13 financial year, proof of commitments should be attached and submitted together with the request. Conditional grants funds that are not spent and not committed should be surrendered to the Provincial Revenue Fund and ultimately to the National Departments.

Departments are requested to submit the completed template which will be emailed to you which should be accompanied by proof of commitments in the case where funds are requested for rollover.

Departments are required to submit these requests by the 26 April 2013.

Your co-operation will be highly appreciated.



MS NZ NKAMBA
HEAD OF DEPARTMENT

DATE: 19/4/13