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Litiko LeteTimali

UmNyango weZeemali

Departement van Finansies

Enquiries : Ms CD Makwela
Ref : DOF 13/6/1/2

PROVINCIAL TREASURY CIRCULAR NO. 19 OF 2015

TO:-

THE ACCOUNTING OFFICER: VOTE 1: OFFICE OF THE PREMIER (DR NONHLANHLA MKHIZE)
THE ACTING: ACCOUNTING OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR JB SILINDA)
THE ACCOUNTING OFFICER: VOTE 3: FINANCE (MS NZ NKAMBA)
THE ACCOUNTING OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR CM CHUNDA)
THE ACCOUNTING OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS (MS SP XULU)
THE ACTING ACCOUNTING OFFICER: VOTE 6: ECONOMIC DEVELOPMENT AND TOURISM (MR T MDAKANE)
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 W MTHOMBOTHI)
THE ACCOUNTING OFFICER: VOTE 10: HEALTH (DR AM MORAKE)
THE ACTING ACCOUNTING OFFICER: VOTE 11: CULTURE, SPORT AND RECREATION (MR W MNISI)
THE ACCOUNTING OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS NL MLANGENI)
THE ACCOUNTING OFFICER: VOTE 13: HUMAN SETTLEMENTS (MR K MASANGE)

THE ACTING CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER:
(MR SS SHONGWE.)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL LEGISLATURE: (MR S SANYANE)
THE CHIEF FINANCIAL OFFICER: VOTE 3: FINANCE (MR MA KHOZA)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS: (MR S MATSEBULA)
THE CHIEF FINANCIAL OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS: (MS FA NGOBENI)
THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT AND TOURISM:
(MR C DLAMINI)
THE ACTING CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION: (MS T NTULI)
THE ACTING CHIEF FINANCIAL OFFICER: VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT:
(MS HN MDAKA)
THE CHIEF FINANCIAL OFFICER: VOTE 9: COMMUNITY, SAFETY SECURITY & LIASON:
(MS SA SEFALA)
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH: (MR C MNISI)
THE ACTING CHIEF FINANCIAL OFFICER: VOTE 11: CULTURE, SPORT AND RECREATION:
(MR NC MAMARO)
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT: (MR JB MBATHA)
THE CHIEF FINANCIAL OFFICER: VOTE 13: HUMAN SETTLEMENTS: (MR D SHIPALANA)

PREPARATION AND SUBMISSION OF QUARTERLY FINANCIAL STATEMENTS

The Mpumalanga Provincial Treasury is requesting all departments to prepare Quarterly Financial Statements for the period ending 30 June 2015. An accurate and complete QFS template must be submitted to the Provincial treasury within 30 days after the end of the period.

In terms of Instruction Note 1 of 2013/2014 Reporting requirements of the Quarterly Financial Statements (QFS) will be prepared and submitted on quarterly basis.

National and Provincial departments are required to comply with the QFS instruction Schedule for the 2015/16 financial year QFS should be submitted after one month of the dates indicated below:-

- (a) 29 June 2015
- (b) 30 September 2015
- (c) 31 December 2015

The purpose of Quarterly Financial Statements is to detect and address issues that are challenges to departments with regard to Annual Financial Statements before year-end, in order to improve audit outcomes.

The following should be adhered to by departments for the process to be effective:

- Proper closure of the books to be done
- All suspense accounts should be cleared to zero to enable departments to provide complete financial information on expenditure and revenue.
- Stock counts and reconciliation of assets between BAS and LOGIS systems must be performed
- Reconciliation of assets, creditors, debtors and bank accounts must be performed.
- The expenditure management report should be scrutinized to ensure that all expenditure is correctly allocated to the budget appropriated.

The template to prepare the IFS is available at Provincial Treasury, Accounting Services section, and is also available on the website <http://oag.treasury.gov.za>.

The following officials in Provincial Treasury can be contacted for clarification and assistance in completing the IFS:

Ms Nicotia Mokgalaka
Tel: 013 766 4196
Email: nicotia@mpg.gov.za

Ms Shokie Thaga
Tel: 013 766 4548
Email: Thagasm@mpg.gov.za

Your cooperation will be appreciated.

Regards,


Ms NZ NKAMBA
HEAD OF DEPARTMENT

DATE: 3/6/2015