

# MPUMALANGA PROVINCIAL GOVERNMENT

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## Department of Finance

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### PROVINCIAL TREASURY CIRCULAR 5 OF 2011

TO:

THE ACCOUNTING OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR JM RABODILA)  
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR RM MOROPA)  
THE ACCOUNTING OFFICER: VOTE 3: FINANCE (MR M MAZIBUKO)  
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, ENVIROMENT AND TOURISM (MR RS TSHUKUDU)  
THE ACCOUNTING OFFICER: VOTE 7: EDUCATION (MS MOC MHLABANE)  
THE ACCOUNTING OFFICER: VOTE 8: PUBLIC WORKS, ROAD & TRANSPORT (MR KM MOHLASEDI)  
THE ACCOUNTING OFFICER: VOTE 9: SAFETY, SECURITY & LIAISON (MR IN KHOZA)  
THE ACCOUNTING OFFICER: VOTE 10: HEALTH (DR JJ MAHLANGU)  
THE ACCOUNTING OFFICER: VOTE 11: CULTURE, SPORTS AND RECREATION (MS SP MJWARA)  
THE ACTING ACCOUNTING OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS NL MLANGENI)  
THE ACCOUNTING OFFICER: VOTE 13: HUMAN SETTLEMENT (MR D DUBE)  
THE ACTING CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MS P NGWENYA)  
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR S SANYANE)  
THE CHIEF FINANCIAL OFFICER: VOTE3: FINANCE (MS P SEMENYA)  
  
THE CHIEF FINANCIAL OFFICER: VOTE 4: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR MD SHIPALANA)  
THE CHIEF FINANCIAL OFFICER: VOTE 5: AGRICULTURAL, RURAL DEVELOPMENT AND LAND ADMINISTRATION (MS B LAWRENCE)  
THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT, ENVIROMENT AND TOURISM (MS JP HLATSHWAYO)  
THE CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION (MR C MNISI)  
THE CHIEF FINANCIAL OFFICER: VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT (MS PN MAJOPELO)  
THE CHIEF FINANCIAL OFFICER: VOTE9: SAFETY, SECURITY & LIAISON (MR BH NGOMA)  
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MS G MILAZI)  
THE CHIEF FINANCIAL OFFICER: VOTE 11: CULTURE, SPORTS AND RECREATION (MR M KHOZA)  
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS P MORGAN)  
THE CHIEF FINANCIAL OFFICER: VOTE 13: HUMAN SETTLEMENT (MR CT DLAMINI)



## CUT OFF DATES FOR 2010/11 FYE CLOSURE

The purpose of this circular is to outline the importance of establishing cut off dates for Financial Year End (FYE) closure for each and every financial year.

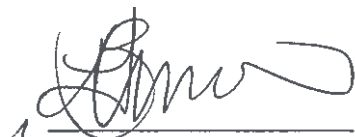
The cut off dates will assist Departments to minimize accruals and commitments. It will also minimize the risk for Departments to use the following financial year (2011/12) budget to pay for expenditure which relates to the current (2010/11) financial year without the roll over being approved and included in the budget for 2011/12.

Challenges are often experienced in the systems (BAS and Logis) when payments are made up to the last day of the financial year through disbursement and incorrect settlement dates being used, which the cut off dates will prevent. This cut off dates will assist Departments to resubmit payments that failed in Logis for 2010/11 financial year in the very same financial year instead of resubmitting those payments in the following financial year (2011/12).

Departments are advised to follow the following cut off dates in the process flow:

<b>DATES</b>	<b>ACTIVITIES TO BE DONE</b>
28 February 2011 – 11 March 2011	Follow up all outstanding orders and pay all outstanding invoices.
14 March 2011	Stop creation of new orders. No orders can be created after this date.
14 March 2011 – 25 March 2011	Paying all invoices
25 March 2011	Last day for payments to be processed for 2010/11 financial year. No payment after this date will be processed.

Regards



**MR M MAZIBUKO**  
**HEAD OF DEPARTMENT**  
DATE 4 / 03 / 2011