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Provinsiale Tesourie

Enquiries : Mr NM Madike x4281  
Ref : MPT 12/3/5/1/R

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## PROVINCIAL TREASURY CIRCULAR NO. 21 OF 2017

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**TO:**

**DIRECTOR-GENERAL: OFFICE OF THE PREMIER OF MPUMALANGA: VOTE 1: (MR T MDAKANE)**  
**SECRETARY: PROVINCIAL LEGISLATURE OF MPUMALANGA: VOTE 2 (MR L MWALE)**  
**HEAD: PROVINCIAL TREASURY: VOTE 3: (MS NZ NKAMBA)**  
**HEAD: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS: VOTE 4: (MR PS NYONI)**  
**HEAD: AGRICULTURE, RURAL DEVELOPMENT, LAND AND ENVIRONMENTAL AFFAIRS: VOTE 5:  
(MS SL XULU)**  
**HEAD: ECONOMIC DEVELOPMENT AND TOURISM: VOTE 6: (MR MW MKHIZE)**  
**HEAD: EDUCATION: VOTE 7: (MS MOC MHLABANE)**  
**HEAD: PUBLIC WORKS, ROADS AND TRANSPORT: VOTE 8: (MR KM MOHLASEDI)**  
**HEAD: COMMUNITY SAFETY, SECURITY AND LIAISON: VOTE 9: (MR W MTHOMBOHI)**  
**HEAD: HEALTH: VOTE 10: (DR S MOHANGI)**  
**HEAD: CULTURE, SPORT AND RECREATION: VOTE 11: (MR SW MNISI)**  
**HEAD: SOCIAL DEVELOPMENT: VOTE 12: (MS NL MLANGENI)**  
**HEAD: HUMAN SETTLEMENTS: VOTE 13: (MR K MASANGE)**

**THE CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR SS SHONGWE)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 2 (ACTING): PROVINCIAL LEGISLATURE  
(MR C MABUNDA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR MA KHOZA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 4: CO-OPERATIVE GOVERNANCE AND TRADITIONAL  
AFFAIRS (MR SEB MATSEBULA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 5 (ACTING): AGRICULTURE, RURAL DEVELOPMENT,  
LAND AND ENVIRONMENTAL AFFAIRS (MR SM MASEKO)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT AND TOURISM  
(MR CT DLAMINI)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION (MS GM MASHITENG)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 8: PUBLIC WORKS, ROADS AND TRANSPORT  
(MS H MDAKA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 9: COMMUNITY SAFETY, SECURITY AND LIAISON  
(MS S SEFALA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MR CB MNISI)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 11 (ACTING): CULTURE, SPORT AND RECREATION  
(MS P KHOZA)**  
**THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MR JB MBATHA)**  
**THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 13: HUMAN SETTLEMENTS (MR T MASHILE)**

**TRAINING OPPORTUNITY: ESSENTIALS OF BUDGET FORMULATION 2017**

National Treasury is offering a course on the “**Essentials of Budget Formulation**” for officials in Provincial Departments. The course is offered once a year and has been offered for the last few years.

The date for the opening and closing sessions will be communicated to officials interested. There is no cost for officials attending this course (except travelling to the training venue) and the maximum intake in the Province should not exceed **twenty five (25)**. Owing to limited spaces for this course, all participants must note that acceptance into this course is on the first come first serve basis.

The targeted audience is first and foremost aimed at officials who participate in budget preparation processes and exercise oversight on budget implementation, but also extended to officials who aspire to understand the essentials of budget preparation processes.

Prospective participants and nominating supervisors alike must note that commitment and dedication in completing all course assessments is a prerequisite for all attendees.

Prospective participants who have been nominated are requested to respond by sending to this office a completed nomination form that has been signed by the relevant supervisor to either NM Madike at [MadikeM@mpg.gov.za](mailto:MadikeM@mpg.gov.za) (ext. 4281) or Ms IM Mnisi at [isono@mpg.gov.za](mailto:isono@mpg.gov.za) (ext. 4282) not later than Thursday, **13 April 2017**, which is the date whereby ALL enrolments must be finalized.

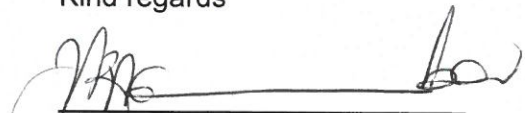
**NOTE:** *The form must be signed by the supervisor/line manager to authorise attendance, otherwise unsigned forms will not be considered.*

Upon successful completion, participants will receive a Certificate of Competency from the National Treasury.

**Please find the following attachments for your perusal and consideration.**

1. *Course Calendar*
2. *Course Outline*
3. *Nomination (Registration) Form.*

Kind regards

  
**MS N.Z. NKAMBA**  
**HEAD: PROVINCIAL TREASURY**  
**DATE: 29/03/2017**

**PROVINCIAL TREASURY CIRCULAR NO. 21 OF 2017**

**1. Training Schedule**

Upon consolidation, the confirmation of acceptance to participate into the course will be communicated before and or on **Friday, 05 May 2017**

Training Schedule	Opening Dates	Trainers	Closing Dates	Trainer	Key Provincial Stakeholders
Northern Cape	05 – 07 July 2017	Noxolo, Khaya & Mandla	21 July 2017	Noxolo	Nombulelo Bosch
North West	04 – 06 July 2017	Mary & Emmanuel	21 July 2017	Mary	Kagiso Molefe
Gauteng (GP) (PTA)	21 – 23 June 2017 27 – 29 June 2017	Michael, Khaya & Roscoe	04 August 2017	Michael	Mapulane Maramaga
Free State	12– 14 July 2017	Amu & Chris	21 July 2017	Amu	Puseletso Coangae
Mpumalanga	28 – 30 June 2017	Chris, Mary & Jabu	28 July 2017	Chris	Innocent Mnisi
Eastern Cape	07 – 09 June 2017	Khaya & Chris	28 July 2017	Khaya	Vuyisile Kupiso
KwaZulu Natal	21 – 23 June 2017	Emmanuel, Chris & Rammusi	14 July 2017	Emmanuel	Navika Ramcoomar
Limpopo	13 – 15 June 2017	Khaya & Marumo	14 July 2017	Khaya	Lilly Matlala
Western Cape	21 – 23 June 2017	Marumo & Khaya	21 July 2017	Marumo	Sihaam Nieftagodien

**2. Training Outline**

The course begins with the orientation on course background, objectives, delivery and assessment methodology, and the four lessons will follow suit. Each lesson covers key elements that are essentials for the formulation of a budget within a South African context.

**Lesson 1: Introduction to budgeting, preliminary requirements and budget process**

Aim

The purpose of this lesson is to introduce to you the budgeting concepts, principles, preliminary requirements, legislative requirements for budget preparation, the budget processes and the relevant role players

Learning Objectives:

By the end of this session, participants should be able to know, understand budget process and apply the basic concepts and principles thereof.

- Explore the legislative requirements for budget formulation
- Define, understand and apply the concepts and principles of budget formulation