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PROVINCIAL TREASURY CIRCULAR NO. 55 OF 2025

TO:

DIRECTOR GENERAL: OFFICE OF THE PREMIER - MPUMALANGA

HEADS OF DEPARTMENTS

CHIEF FINANCIAL OFFICERS OF DEPARTMENTS

ALL OFFICIALS

**SUBJECT: MIGRATION FROM GROUPWISE TO MICROSOFT EXCHANGE ONLINE AS
THE PROVINCIAL EMAIL PLATFORM**

1. INTRODUCTION

The Provincial Treasury is mandated to provide secure electronic communication services for the Mpumalanga Provincial Government, including the management of email services.

2. BACKGROUND

To enhance communication infrastructure and align with modern best practices, Provincial Treasury will be migrating to Microsoft Exchange Online. This new platform will improve efficiency, accessibility, availability, security and scalability. It will also integrate seamlessly with Office 365 applications such as Microsoft Teams, SharePoint and OneDrive, enabling improved collaboration across departments.

3. MIGRATION TIMELINE

The migration is planned for completion by 31 October 2025.

Training Phase (1 - 26 September 2025)

Staff will receive hands-on training, reference materials, and live Q&A sessions to ensure readiness. A detailed schedule will be shared soon.

Migration Phase (29 September - 31 October 2025)

Mailboxes and data will be migrated in stages. Departments will be notified of their specific migration windows and support will be available throughout.

4. ACTION REQUIRED

Departments are requested to take note of these dates and ensure readiness for both training and migration. Additional updates will provide specific departmental timelines, training arrangements, and available support resources to ensure a smooth transition.

5. SUPPORT AND LIAISON

Departmental Information Technology personnel are encouraged to work closely with the Provincial Treasury's Information Technology Unit during the migration process. To support this, officials from both the Provincial Treasury and the respective departments have been designated to provide technical and related assistance, as detailed in the attached list.



MS. GUGU MASHITENG
HEAD: PROVINCIAL TREASURY
DATE: 21-08-2025