

## SCHEDULE A

### PREPARATION OF THE 2016/2017 BUDGET

DEADLINE	SUBJECT	OUTPUT	ACTION BY
01 Jun – 23 July 2015	Preparation of Draft Budget Strategy Paper for Pitso's (Popular version).	Draft Budget Strategy Paper	Economic and Financial Policy Division
26 Jun 2015	Release of updated Medium Term Fiscal Framework forecasts for revenues and expenditures.	MTFF forecasts	Economic and Financial Policy Division
29 Jun – 3 July 2015	Conduct technical assessment of initial development bids from MDAs.	Draft ITA report	Development & Budget Division
06 - 17 July 2015	Assessment of Baseline Budgeting (Internal)	Baseline Budget	Development and Budget Division
20 July 2015	Receipt of Transport Establishment Review Committee (TERC) and Manpower requirements for 2016/17	i) TERC and ii) Manpower Reports	i) Ministry of Transport and Communications (MTC) ii) DPSM
23 July 2015	Call Circular released on Pitso Schedule	Savingram	Ministry of Finance and Development Planning
27 July – 5 Aug 2015	Bilateral meetings with line ministries to discuss and agree their baseline budgets for 2016/2017.	Baseline Budget	Development and Budget Division & MDAs
31 July 2015	Permanent Secretary (PS) MFDP to brief Performance Improvement Committee (PIC) Force on coming budget cycle	PIC Force briefing	Ministry of Finance & Dev. Planning
03 Aug 2015	Submission of Cabinet Memorandum on Budget Options Paper, Medium Term Fiscal Framework, Indicative MTBF Financial Ceilings.	Draft Cab Memo BSOP (with Indicative ceilings and MTFF	Development and Budget Division
12 August 2015	Cabinet considers Cab Memo on 2016/2017 Budget Strategy Options Paper, Indicative Manpower & Financial Ceilings.	Cab Memo on 2016/2017 Indicative Manpower & Financial Ceilings	Cabinet
17 Aug – 4 Sept 2015	Budget Pitso	Budget Pitso	Ministry of Finance and Development Planning
21 Aug 2015	Budget Call Circular with Approved Ceilings sent to TWGs and Ministries.	Budget Call Circular	Development and Budget Division
31 Aug 2015	Priority areas submitted to PIC Force Secretariat by TWG Chairpersons for consideration	Priority areas submitted	TWGs Chairpersons
18 Sep 2015	Submission of Revenue & Expenditure Budget Estimates	Estimates	Ministries