

**PROPOSED BUDGET TIMETABLE 2012/13**

<b><u>KEY TASKS AND ACTIVITIES</u></b>		<b><u>TARGET DATE</u></b>	<b><u>RESPONSIBILITY</u></b>
<b>Preparation of the Policy Framework Document</b>			
	Draft Policy Framework prepared and submitted to Cabinet	27 August-7 September 2012	Cabinet Secretariat
	Policy Framework approved by Cabinet		Cabinet
Mid Year Budget Review		10-14 September 2012	DFID, Accounting Officers
<b>Preparation of Macroeconomic and Fiscal Framework</b>			
	Initial 2013/14 Medium Term Macroeconomic and Fiscal Framework submitted to Cabinet	17-28 September 2012	MoFEM
	Macroeconomic and Fiscal Framework approved by Cabinet	24-28 September 2012	Cabinet
<b>Preparation of Budget Estimates</b>			
	<b>Budget Circular 2013/14 No. 1: Requests for High Priority Additional Spending Proposals, Savings Options and Revenue Measures</b>	<b>1 October, 2012</b>	<b>MoFEM</b>
	Budget Briefing for Line Ministries (PSs and Accounting Officers)	10-12 October 2012	MoFEM/Line Ministries
	<b>Submission of New Spending Proposals, Savings Options and Revenue Measures</b>	<b>22 October, 2012</b>	<b>Line Ministries</b>
	Analysis of new spending proposals, savings options and revenue measures	4-23 November 2012	MoFEM
	<b>Meeting of Permanent Secretaries to prioritize new spending/savings options</b>	<b>26-30 November, 2012</b>	<b>MoFEM/Line Ministries</b>
	Presentation of Budget Framework to Cabinet (including recommendations on new spending proposals, savings options, revenue measures and line Ministry budget ceilings)	6 December, 2012	MoFEM
	Cabinet approves final Budget Framework	6 December, 2012	Cabinet
	<b>Budget Circular No. 2: Final Budget Ceilings and Preparation of Budget and Forward Estimates 2013/14 - 2015/16</b>	<b>13 December, 2012</b>	<b>MoFEM</b>
	<b>Submission of final estimates by line Ministries (in accordance with ceilings)</b>	<b>7 January, 2013</b>	<b>Line Ministries</b>
Budget Negotiation		14 – 18 January 2013	DFID, Accounting Officers
<b>Review and analysis of line Ministry estimates</b>			
	Analyze and Review Budget Submissions: <ul style="list-style-type: none"> <li>• Ensuring consistency with approved budget ceilings and new spending/ savings decisions;</li> <li>• Examine programme objectives and performance information</li> </ul> Analyze aggregate spending/revenue against updated fiscal framework	21-31 January. 2013	MoFEM

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<b>Submission of Draft Estimates</b>			
	Final Draft 2013/14 Budget and Forward Estimates presented to Cabinet for approval	4 February, 2013	MoFEM
	Cabinet approves 2013/14 - 2015/16 Budget and Forward Estimates	7 February, 2013	Cabinet
<b>Appropriations</b>			
	Finalize Appropriation Bill	21 February, 2013	MoFEM
<b>Governor Approval</b>			
	Estimates Approved by Legislative Assembly	26 March, 2013	MoFEM
	Estimates Approved by Governor	29 March, 2013	Governor
<b>Budget Execution</b>			
	Expenditure Authorization	1 April, 2013	MoFEM