



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA

**TO ALL: ACCOUNTING OFFICERS OF DEPARTMENTS AND CONSTITUTIONAL INSTITUTIONS  
ACCOUNTING AUTHORITIES OF PUBLIC ENTITIES LISTED IN SCHEDULES 2 AND 3 TO THE PFMA  
HEAD OFFICIALS OF PROVINCIAL TREASURIES**

**CIRCULAR- 02 of 2023**

**REVIEW OF NATIONAL TREASURY INSTRUCTIONS ON COST CONTAINMENT MEASURES**

**1. PURPOSE**

The purpose of this circular is to –

- 1.1 inform accounting officers and accounting authorities of the review process that is underway in respect of Treasury Instructions issued on Cost Containment Measures; and
- 1.2 request accounting officers, accounting authorities, and any other official within the institution to participate in the survey process by providing responses and comments dealing with cost containment measures.

**2. BACKGROUND**

- 2.1 In 2013, the National Treasury introduced cost containment measures to institutions (subject to the PFMA). Subsequently, several treasury instructions on cost containment measures were issued, of which the following are still effective –
  - (a) Treasury Instruction No. 03 of 2017/2018 on Cost Containment Measures intended to curtail and regulate certain goods and services items
  - (b) Treasury Instruction No. 06 of 2019/2020 Procurement of vehicles for members of the Executives
  - (c) Treasury Instruction No. 06 of 2022/2023 on the National Travel Framework
  - (d) Treasury Instruction No. 07 of 2022/2023 on the Cost Containment Measures related to Travel & Subsistence

## **REVIEW OF NATIONAL TREASURY INSTRUCTIONS ON COST CONTAINMENT MEASURES**

- 2.2 Over the years, implementation challenges have been raised by institutions and data is showing that savings have been realised during the implementation of these measures even though there have been some challenges reported which are worth to review.
- 2.3 The National Treasury is embarking on a process of reviewing all the cost containment measures (some outdated) for effectiveness and applicability. Part of this review process involves stakeholder engagement to obtain comments and inputs on each of the instructions applicable issued. All accounting officers and accounting authorities, deputy directors-general, chief executive officers, chief financial officers, and other officials as key stakeholders are respectfully requested to participate in this survey.

### **3. INFORMATION TO BE SUBMITTED**

The due date for submission of inputs through the below survey link is 04 August 2023:  
<https://forms.office.com/r/NizeSA6E7r>

### **4. DISSEMINATION OF INFORMATION CONTAINED IN THIS TREASURY INSTRUCTION**

- 4.1 Accounting officers of national departments are requested to bring the contents of this Treasury Instruction to the attention of all:
- (a) accounting officers of constitutional institutions that receive transfers and subsidies from its vote; and
  - (b) accounting authorities of public entities that report to the executive authority responsible for the public entity.
- 4.2 Head officials of provincial treasuries are requested to bring the contents of this circular to the attention of all accounting officers of departments and accounting authorities of public entities in their respective provinces.

### **5. CONTACT INFORMATION**

Enquiries related to this circular may be directed to:

[oagqueries@treasury.gov.za](mailto:oagqueries@treasury.gov.za)

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