



Private Bag X115, Pretoria, 0001

Enquiries: Mampho Modise Tel: (012) 315 5931 Fax: 012 315 5522 E-mail: Mampho.Modise@treasury.gov.za

To all National Departments, Public Entities, Government Components and Constitutional Institutions

During this period of uncertainties, due COVID-19 pandemic, and the President's proclamation of a 21-day national lockdown, departments and public entities are still expected to comply with the PFMA prescripts and the supporting regulations and instruction notes. We will continue to operate within the existing legal framework by promoting and enforcing transparency and effective management of revenue, expenditure, assets and liabilities.

Accordingly, departments and public entities must strengthen internal controls and business continuity measures to ensure compliance with the PFMA.

Herewith please find the general guidelines relating to PFMA compliance and effective financial management in the period of lockdown and emergency;

- 1) Should there be a need for departments and public entities to submit requests to National Treasury during the lockdown period, these should be submitted electronically to the relevant analysts as usual.
- 2) Although an extension may be granted for financial year-end closure processes, departments will not be able to process payments for 2019/20 after the 31st of March 2020 closure, only journals will be passed.
- 3) No requests for Treasury approval of virement will be processed after today 26 March 2020.
- 4) March 2020 IYM – an extension is granted for the preliminary March IYM to be submitted by 30 April 2020 and the final IYM for March must be submitted by the 25th of May 2020. If further extension is required due to a possible extension of the lockdown, this will be addressed at that stage.
- 5) Any reprioritisation of the 2020/21 budget towards the Covid-19 emergency effort will be accounted for during the 2020 Adjusted Budget process. If any of the reprioritisation requires Treasury approval, that must be dealt with via email. A signed letter of request must be sent to the relevant Director in Public Finance.
- 6) The due date for the Public Entities 4th quarter expenditure report due at end of April 2020 is extended to the end of May 2020.

7) Expenditure projections by national departments due on 4 April 2020 can be handed in to Public Finance on 24 April.

An update on due dates will be communicated should the national lock down period extend beyond the 21 days period.

A handwritten signature in black ink, appearing to read 'Mampho Modise', with a horizontal line extending to the right from the end of the signature.

Dr Mampho Modise
Deputy Director-General: Public Finance
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