



# DEPARTMENT OF TREASURY OFFICE OF THE SECRETARY



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## BUDGET CIRCULAR 4/2022

21<sup>st</sup> February 2022

### CIRCULAR LETTER TO:

**Provincial Administrators, Departmental Heads and Heads of Statutory Authorities.**

## 2022 NATIONAL BUDGET TIMETABLE

### Purpose

The purpose of this circular is to provide the key dates and guiding principles for the 2022 National Budget and 2022 Budget preparation and formulation.

### Distribution

Heads of Departments, Heads of Statutory Authorities and Provincial Administrators (agencies) must ensure relevant officers in their agencies are provided with a copy of this Budget Circular and the Timetable (**Attachment A**).

### Timetable

The Timetable provides important dates for execution and monitoring of the 2022 National Budget and preparation and submission dates for the 2023 Budget. Treasury will advise agencies of any changes to the dates on the Budget Timetable. **Please note that the dates for the first stage of the budget have not been included. All stage One submission's (i.e. new priorities) are to be submitted as a separate component of the submission in stage Two using the stage One template.** This will be highlighted further in the Information Sessions.

The 2022 National Budget timetable has deadlines for Quarterly Budget Review reports from agencies. Departments of Treasury and National Planning and Monitoring (DNPM) will distribute separate templates for the first quarter budget review which are due on the 8<sup>th</sup> of April 2022 and for the following respective quarters.

All government funded agencies' compliance to the budget reporting requirements will be monitored. The individual agency's performance will form part of a sector's overall performance and that will be reported to the CACC.

**To assist the Department of Treasury generate correct expenditure data, all offline agencies, especially the agencies operating with or on their own PGAS systems, are required to provide their monthly expenditure reports to the General Ledgers Branch, Department of Finance at the end of each month for uploading into the Integrated**

**Financial Management System (IFMS). This assists Treasury and DNPM to obtain updated expenditure reports when required for reporting and decision making.**

Furthermore, all agencies are requested to ensure that the appropriate officers attend Budget Information Sessions to be informed of budget process updates and system requirements.

### **Budget Discipline**

The Government is projecting to return to a balanced budget by 2027. As such the Government will maintain its prudent approach to fiscal management throughout this year through careful and disciplined allocation of resources.

Heads of Departments, Statutory Authorities and Provincial Administrators are reminded of your legal responsibility to manage your agency to remain within the legislated 2022 Budget Appropriation. Should you require further information on the 2022 Budget Appropriation, please contact the appropriate Officers from Departments of Treasury and National Planning & Monitoring listed below.

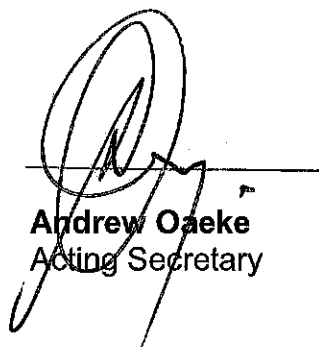
Should additional high priority expenditure be required by your agency, you are in the first instance required to identify savings within your agency due to the government's current fiscal circumstances. This could mean that some of the expenditure items funded in the 2022 Budget for your agency may need to be reconsidered.

### **Contact Details**

Any queries can be directed to the relevant Assistant Secretaries and First Assistance Secretaries from the Departments of Treasury and National Planning & Monitoring on the contact numbers below.

<b>Economic Sector (DoT)</b>	Mr. Ivun	Godfrey	313 3548	Godfrey_Ivun@treasury.gov.pg
<b>Economic Sector (DNPM)</b>	Mrs. Bire	Jenny	328 8505	jenny_tumun@planning.gov.pg
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<b>Law &amp; Justice Sector (DNPM)</b>	Mr. Willie Kumanga	328 8572	Willie_kumanga@planning.gov.pg
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**Andrew Oaeko**  
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