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THE REPUBLIC OF UGANDA

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In any correspondence on
this subject please quote No. BPD/86/427/03

16th June 2017


Distribution list attached

**FINAL USER ACCEPTANCE TESTING AND TRAINING OF TRAINERS ON
THE PROGRAMME BUDGETING SYSTEM, 12TH - 14TH JULY 2017**

Government with effect from FY 2017/18 embarked on implementation of the Programme Based Budgeting (PBB) across Central Government Ministries, Departments and Agencies. In order to strengthen the link between Government strategic objectives, Budget allocations, and service delivery, the reform will be implemented across Local Governments with effect from FY 2018/19, with the preparation of Local Government Budget Framework Papers and Quarter one Budget performance reports for FY 2017/18.

You may recall, in FY 2015/16, this Ministry contracted a firm to develop an online Budgeting and reporting system (PBS), to facilitate the implementation of the reform in preparation for the transition from Output Oriented Budgeting to Programme Based Budgeting (PBB). The Consultants have fully developed the System and is now ready for testing before roll out to all Local Governments. There is therefore need for Final User Acceptance Testing and Training of Trainers in navigation of the system before it is rolled out to all Local Government (LGs).

The purpose of this letter therefore, is to invite the Officers on the attached list who are also part of the National Resource Team from your Local Government to attend this training which will take place from **12th-14th July 2017** at **Hotel Brovad Masaka**. The participants are requested to carry along a laptop to participate in practical session during hands on navigation of the system. Attached is the training program for ease of reference.


Keith Muhakanizi

PERMANENT SECRETARY/ SECRETARY TO THE TREASURY

Mission

"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

Distribution List

Name	Local Government
The Accounting Officer	Adjumani District
The Accounting Officer	Bududa District
The Accounting Officer	Buikwe District
The Accounting Officer	Bukomansimbi District
The Accounting Officer	Bushenyi-Ishaka Municipal Council
The Accounting Officer	Butambala District
The Accounting Officer	Dokolo District
The Accounting Officer	Kaberamaido District
The Accounting Officer	Kalungu District
The Accounting Officer	Kanungu District
The Accounting Officer	Kibaale District
The Accounting Officer	Kween District
The Accounting Officer	Kyenjojo District
The Accounting Officer	Lira District
The Accounting Officer	Makindye-Ssabagabo Municipal Council
The Accounting Officer	Mbale District
The Accounting Officer	Moroto Municipal Council
The Accounting Officer	Moyo District
The Accounting Officer	Otuke District
The Accounting Officer	Rukungiri District
The Accounting Officer	Serere District
The Accounting Officer	Tororo District
The Accounting Officer	Amuru District
The Accounting Officer	Isingiro District
The Accounting Officer	Jinja Municipal Council

Mission

"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

**PROGRAMME FOR THE FINAL UAT AND TRAINING OF TRAINERS ON THE PROGRAMME
BUDGETING SYSTEM, 12TH TO 14TH JULY 2017
LOCAL GOVERNMENTS**

Scheduled TIME	ACTIVITY	FACILITATOR
Day 1: 12th July 2017		
09:00am – 09:30am	Opening Remarks	Director Budget
09:30am – 10:45am	Introduction & Overview on Programme Budgeting System	BPED
10:45am – 11:00am	Break Tea	All
11:00am – 1:00pm	Navigation of the Budget Planning Module(BFP)	Consultant/BPED
1:00 – 2:00pm	Lunch	All
2:00pm – 5:00pm	Navigation of the Budget preparation Module (Draft PCs, Draft Estimates)	Consultant/BPED
	End Of Day one	
Day 2: 13th July 2017		
09:00am - 10:45am	Navigation of the Budget preparation Module (Draft PCs, Draft Estimates)	Consultant/BPED
10:45am – 11:00am	Break Tea	All
11:00 -1:00 pm	Navigation of the Budget Approval Module (Final PCs, Approved Estimates)	Consultant/BPED
1:00 - 2:00 pm	Lunch	All
2:00pm – 5:00pm	Navigation of the Budget Approval Module (Final PCs, Approved Estimates)	Consultant/BPED
	End of Day Two	
Day 3: 14th July 2017		
09:00am - 10:45am	Navigation of the Preparation of the Local Government Quarterly Performance Reports	Consultant
10:45am – 11:00am	Break Tea	All
11:00 -1:00 pm	Navigation of the Preparation of the Local Government Quarterly Performance Reports	
1:00 - 2:00 pm	Lunch	All
2:00pm – 3:00pm	Discussion and way forward	Consultant/BPED
3:00pm – 3:30pm	Closing Remarks	DB
	Departure	All