

Telephone : 256 41 4707 000
 : 256 41 4232 095
Fax : 256 41 4230 163
 : 256 41 4343 023
 : 256 41 4341 286
Email : finance@finance.go.ug
Website : www.finance.go.ug



Ministry of Finance, Planning
& Economic Development
Plot 2-12, Apollo Kaggwa
Road
P.O. Box 8147
Kampala
Uganda

THE REPUBLIC OF UGANDA

In any correspondence on
this subject please quote No. BPD 86/150/01

25th October, 2019

All Local Government Accounting Officers

TRAINING ON PREPARATION OF LOCAL GOVERNMENT BUDGET FRAMEWORK PAPERS FOR FY 2020/21 AND REPORTING ON FY 2019/20 USING THE PROGRAMME BUDGETING SYSTEM, 4TH NOVEMBER TO 6TH DECEMBER 2019

In line with section 9 (2) of the Public Finance Management Act (PFMA) 2015, all Local Governments are required to submit their Budget Framework Papers (BFP) by 15th November 2019 for onward submission to Parliament by 31st December 2019.

Accordingly, during the recently concluded budget Consultative Workshops for FY 2020/21, Local Governments raised concerns over the persistent capacity gaps by technical staff in respect to using the PBS for budget preparation and reporting attributed to inadequate trainings and high staff turnover among others.

In addition, following the first year of implementation of the PBS, a number of recommendations were made to enhance the functionality of the system. Accordingly, there have been additional features incorporated in the system on both the budgeting and reporting side. Therefore, in order to equip LG staff with skills on the use of the PBS and to provide an update on the above modifications, a one day field exercise has been organized by this Ministry to enable them finalize and submit their BFPs by 15th November 2019 in line with the PFMA, 2015.

The specific objectives of the training are to:

- i. Highlight the changes effected on the PBS budgeting and reporting modules;
- ii. Provide hands on training for all Technical Heads of department and Accounting Officers on the preparation of Local Government BFPs for FY 2020/21 and Budget Performance Reports for FY 2019/20; and

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"

- iii. Enlighten LGs on proper utilization of the Chart of Accounts during budgeting and execution (Budgetary vs non budgetary items).

The purpose of this letter therefore, it to inform you of the above training and request you to invite all your Heads of Departments and other key technical staff to participate in the PBs training. Attached are the clusters with indicative dates when the training teams will be at your Local Governments. Please note that the team leaders will contact you to confirm the dates they will be in your respective Local Governments.

By copy of this letter, I request the District Chairpersons, Mayors of Municipal Councils and Resident District Commissioners to participate in this training to appraise themselves on the reports generated from PBS system.



Keith Muhakanizi

PERMANENT SECRETARY/ SECRETARY TO THE TREASURY

Copy to: All District Chairpersons
All Mayors of Municipal Councils
All Resident District Commissioners

Mission

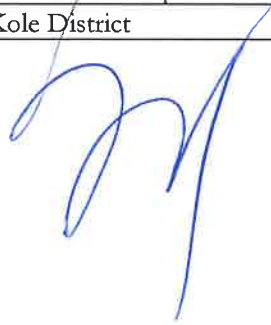
"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

**TRAINING ON PREPARATION OF LOCAL GOVERNMENT BUDGET FRAMEWORK
PAPERS FOR FY 2020/21 AND REPORTING FOR FY 2019/20 USING THE
PROGRAMME BUDGETING**

		Local Government	Tentative Dates
Group 1	Mr. John Muheirwoha (Group Leader)	Wakiso District	04/11/2019
	AGO Representative	Njeru Municipal Council	05/11/2019
	Mr. Tom Kajungu	Kayunga District	06/11/2019
	Ms. Diana Katisi	Lugazi Municipal Council	07/11/2019
	Ms. Phionah Natamba	Buvuma District	08/11/2019
	Ms. Maklean Kwesiga	Bukomansimbi District	11/11/2019
	Ms. Florence Kemigisha	Butambala District	12/11/2019
		Kyotera District	13/11/2019
		Kalungu District	14/11/2019
		Gomba District	15/11/2019
		Lwengo District	18/11/2019
		Sembabule District	19/11/2019
		Mubende District	21/11/2019
		Mubende Municipal Council	21/11/2019
		Luwero District	22/11/2019
		Mityana District	25/11/2019
		Mityana Municipal Council	25/11/2019
		Nakaseke District	26/11/2019
		Nakasongola District	27/11/2019
		Kasanda District	28/11/2019
		Mpigi District	29/11/2019
		Masaka District	02/12/2019
		Masaka Municipal Council	02/12/2019
		Rakai District	03/12/2019
		Lyantonde District	04/12/2019
		Mbarara District	05/12/2019
		Mbarara Municipal Council	05/12/2019
		Rwampara District	06/12/2019
		Ibanda District	09/12/2019
		Ibanda Municipal Council	09/12/2019
		Kazo District	10/12/2019
		Bushenyi District	11/12/2019
		Bushenyi- Ishaka Municipal Co	11/12/2019
		Sheema District	12/12/2019
		Sheema Municipal Council	12/12/2019
		Ntungamo District	13/12/2019
		Ntungamo Municipal Council	13/12/2019
Group 2	Mr. Joseph O. Majanga (Group Leader)	Jinja District	04/11/2019
	Mr. Opio Samuel	Jinja Municipal Council	04/11/2019
	Mr. Anthony Okello	Namutumba District	05/11/2019
	Ms. Doreen Watela Sakwa	Kamuli District	06/11/2019
	AGO Representative	Kamuli Municipal Council	06/11/2019

	Mr. Stuart Katungi	Bugweri District	07/11/2019
		Buyende District	08/11/2019
		Iganga District	11/11/2019
		Iganga Municipal Council	11/11/2019
		Kaliro District	12/11/2019
		Bugiri District	13/11/2019
		Bugiri Municipal Council	13/11/2019
		Budaka District	14/11/2019
		Bududa District	15/11/2019
		Bukwo District	18/11/2019
		Bulambuli District	19/11/2019
		Busia District	21/11/2019
		Busia Municipal Council	21/11/2019
		Butaleja District	22/11/2019
		Butebo District	25/11/2019
		Kapchorwa District	26/11/2019
		Kapchorwa Municipal Council	26/11/2019
		Kibuku District	27/12/2019
		Kween District	28/12/2019
		Luuka District	29/12/2019
		Manafwa District	02/12/2019
		Mayuge District	03/12/2019
		Mbale District	04/12/2019
		Mbale Municipal Council	04/12/2019
		Namayingo District	05/12/2019
		Namisindwa District	06/12/2019
		Pallisa District	09/12/2019
		Sironko District	10/12/2019
		Tororo District	11/12/2019
		Tororo Municipal Council	11/12/2019
Group 3	Mr. Godwin Kakama (Group Leader)	Bukedea District	04/11/2019
	Mr. Ambrose Lotyang	Katakwi District	05/11/2019
	Ms Stella Nekesa	Soroti District	06/11/2019
	Ms. Carol Cindy Awachango Abigaba	Soroti Municipal Council	07/11/2019
	Ms. Colleen Tumwine	Serere District	08/11/2019
	Mr. Elly Ahimbisibwe	Abim District	11/11/2019
	AGO Representative	Agago District	12/11/2019
		Amudat District	13/11/2019
		Amuria District	14/11/2019

		Amuru District	15/11/2019
		Gulu District	18/11/2019
		Gulu Municipal Council	19/11/2019
		Kaabong District	21/11/2019
		Kaberamaido District	21/11/2019
		Kalaki District	22/11/2019
		Kapelebyong District	25/11/2019
		Karenga District	25/11/2019
		Kitgum District	26/11/2019
		Kitgum Municipal Council	27/11/2019
		Kotido District	28/11/2019
		Kotido Municipal Council	29/11/2019
		Kumi District	02/12/2019
		Kumi Municipal Council	02/12/2019
		Lamwo District	03/12/2019
		Moroto District	04/12/2019
		Moroto Municipal Council	05/12/2019
		Nabiatuk District	05/12/2019
		Nakapiripirit District	06/12/2019
		Napak District	09/12/2019
		Ngora District	09/12/2019
		Nwoya District	10/12/2019
		Omoro District	11/12/2019
		Pader District	12/12/2019
Group 4	Mr. Robert K. Ssekate (Group Leader)	Nansana Municipal Council	04/11/2019
	Ms. Christine Nakalema	Kira Municipal Council	05/11/2019
	Mr. Charles Matovu	Buikwe District	06/11/2019
	AGO Representative	Mukono District	07/11/2019
	Mr. Emmanuel Ogwang	Mukono Municipal Council	07/11/2019
	Ms. Betty Nonswata	Entebbe Municipal Council	08/11/2019
		Makindye Ssabagabo Municipal	11/11/2019
		Kalangala District	12/11/2019
		Kiboga District	13/11/2019
		Kyankwanzi District	14/11/2019
		Adjumani District	15/11/2019
		Alebtong District	18/11/2019
		Amolatar District	19/11/2019
		Apac District	20/11/2019
		Apac Municipal Council	21/11/2019
		Arua District	22/11/2019
		Arua Municipal Council	22/11/2019
		Dokolo District	25/11/2019
		Koboko District	26/11/2019
		Koboko Municipal Council	26/11/2019
		Kole District	27/11/2019



		Kwania District	28/11/2019
		Lira District	29/11/2019
		Lira Municipal Council	29/11/2019
		Madi-Okollo District	02/12/2019
		Maracha District	03/12/2019
		Moyo District	04/12/2019
		Nebbi District	05/12/2019
		Nebbi Municipal Council	05/12/2019
		Obongi District	06/12/2019
		Otuke District	09/12/2019
		Oyam District	10/12/2019
		Pakwach District	11/12/2019
		Yumbe District	12/12/2019
		Zombo District	13/12/2019
Group 5	Mr. Henry Karoro (Group Leader)	Kisoro District	04/11/2019
	Ms. Esther Ayebare	Kisoro Municipal Council	04/11/2019
	Ms. Josephine Nakitto	Kabale District	05/11/2019
	Mr. Asuman Baguma	Kabale Municipal Council	05/11/2019
	Mr. Alinda Gibson	Kanungu District	06/11/2019
	AGO Representative	Rubanda District	07/11/2019
	Mr. Ivan Kasozi	Rukiga District	08/11/2019
		Rukungiri District	11/11/2019
		Rukungiri Municipal Council	11/11/2019
		Mitooma District	12/11/2019
		Rubirizi District	13/11/2019
		Isingiro District	14/11/2019
		Kiruhura District	15/11/2019
		Buhweju District	18/11/2019
		Masindi District	19/11/2019
		Masindi Municipal Council	19/11/2019
		Kyenjojo District	20/11/2019
		Kitagwenda District	21/11/2019
		Kyegegwa District	22/11/2019
		Bunyangabu District	25/11/2019
		Kabarole District	26/11/2019
		Fort-Portal Municipal Council	26/11/2019
		Hoima District	27/11/2019
		Hoima Municipal Council	27/11/2019
		Buliisa District	28/12/2019
		Kibaale District	29/12/2019
		Kikuube District	02/12/2019
		Kagadi District	03/12/2019
		Kakumiro District	04/12/2019
		Kamwenge District	05/12/2019
		Bundibugyo District	06/12/2019
		Kasese District	09/12/2019
		Kasese Municipal Council	09/12/2019
		Kiryandongo District	10/12/2019