MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

Circular No. 2 of 2016

My Ref: BUDGT/CALL/CIRCL/2016

To : Supervising Officers-in-Charge of Ministries/Departments

2016/17 Budget Circular

You are kindly requested to submit by the 7th of April 2016 the budget proposals, both expenditure and revenue, of your Ministry/Department for the next three fiscal years, that is, 2016/17, 2017/18 and 2018/19. The Policy Guidelines for the preparation of your submission are set out below while the Operational Guidelines are at Annex I.

Macro-Fiscal Outlook

- 2. The 2016/17 Budget is being prepared in an adverse international economic environment characterised by a general economic slowdown particularly in the BRICS countries, low oil prices, and subdued growth in world trade. In addition, downside risks to the economic outlook for the US and Europe have significantly increased recently.
- 3. Against this backdrop, the challenge is to steer our economy rapidly towards a growth path of at least 5% annually to realise the Vision 2030 and attain the high income country status. In this regard, appropriate policies and measures will have to be implemented to further diversify our economy, boost private investment and employment creation, raise productivity to global competitiveness levels, embed digital technology in our development strategy and strengthen our economic resilience.
- 4. On the fiscal side, we are faced with a delicate balancing act. On the one hand, our public debt has reached a too high level and has to be brought on a downward path in line with Government's commitment to meet the target set in the Public Debt Management Act. We have also to contend with rising fiscal risks and contingent liabilities. On the other hand, investment in public infrastructure will have to be increased significantly and would entail higher borrowing. At the same time, we have to address meaningfully the immediate needs of the poor and the vulnerable groups.
- 5. This is, indeed, a dilemma which we will have to **collectively** resolve.

Policy Guidelines

- 6. The room for manoeuvre in the recurrent budget is very limited. This will be further exacerbated with implementation of the 2016 PRB report. Moreover, growthenhancing infrastructure projects under implementation and in the pipeline will absorb more public resources in the coming years. Additional resources will also be required for the restructuring of public enterprises.
- 7. After considering the above constraints, challenges and targets, MOFED has carefully worked out the expenditure ceilings for each Ministry and Sector. These will be communicated to you individually. You are requested to ensure that your expenditure proposals are within the set ceilings.

Operational Guidelines for Budget Submission

Expenditure Proposals

Ministries/Departments are required to work out their expenditure proposals within the expenditure ceilings (one under the **recurrent budget** and one under the **capital budget**) that will be communicated to them shortly.

- 2. These ceilings have been worked out on the basis of the indicative estimates for fiscal years 2016/17 and 2017/18 that were published in the 2015/16 Budget documents which have been duly adjusted to take into account the following:
 - (i) status and actual pace of implementation of projects;
 - (ii) changes in cost of providing certain services;
 - (iii) changes in the number of beneficiaries under existing schemes;
 - (iv) firm policy decisions and expenditure commitments taken during the year; and
 - (v) overall fiscal constraint and the need for efficiency gains/reduction in wastage.

Compensation of Employees

3. The expenditure ceiling for each Ministry/Department already includes appropriate provision in respect of unfilled posts for which funding was provided in the last budget and in the course of this fiscal year. It does not yet include provision in relation to the 2016 PRB Report for which adjustments will be made to the Line Ministry's budget by MOFED, once the report is approved and cost implications known.

Mission Expenses

4. The ceilings have also made provision for mission expenses at individual Ministry level in view of the decision to decentralise the budget for such expenses for administrative convenience. Ministries should, therefore, include proposals for mission expenses in their submissions.

<u>Flexibility</u>

- 5. Within each expenditure ceiling, Accounting Officers will have the flexibility to allocate resources to different expenditure Sub-Heads and Items for the delivery of services as per their priority. They may also reallocate resources from current expenditure to capital expenditure especially for new projects, but not vice-versa.
- 6. Consideration may be given to new capital projects that are critical to unlocking growth prospects provided that they are well-prepared and properly costed with realistic implementation plan and clear monitorable results.

implemented and planned under the purview of your Ministry, including those being implemented by parastatal bodies and SOEs, and irrespective of the source of financing (Consolidated Fund, Build Mauritius Fund, own funds and Public Private Partnership).

- 15. In addition, for projects above Rs 100 million, Ministries should submit information as per Annex VI for analysis and monitoring of progress.
- 16. Proposals for new capital projects should invariably be submitted as per the Project Request Form (PRF) for examination and eventual approval.
- 17. You are reminded that all capital projects with a project value above Rs 25 million should be submitted first to the Project Plan Committee (PPC) before they can be considered for inclusion in the Public Sector Investment Programme (PSIP) and eventually in the Budget, subject to financial constraints. As to projects with a value of up to Rs 25 million, they can be submitted directly to MOFED.
- 18. The information requested about should be submitted to the PSIP Unit of MOFED at <u>according to the psi</u>.

Statutory Bodies

19. As in past years, Ministries should submit updated information on the financial standing of any statutory body seeking funding from Government as per **Annex VII**. As will be appreciated, such information will be essential for examination of any funding request.

Supplementary Appropriation for FY 2015/16

20. You may also wish to note that this Ministry is proposing to introduce a Supplementary Appropriation Bill before the presentation of the next budget so as to cover additional expenditure commitments taken in the course of the current fiscal year.

Strategic Note of Ministry/Department

- 21. In addition to the financial proposals, Ministries/Departments are requested to submit a Strategic Note as per **Annex II (c)** to be included in the National Budget documents.
- 22. This Strategic Note aims at giving the National Assembly and the public in general an overview of what the Ministry/Department undertakes to achieve with the resources that have been appropriated.
- 23. The Strategic Note should not exceed two pages and should consist of the following:
 - (a) Mission Statement;
 - (b) Strategic Direction 2016-2019;
 - (c) Main Achievements for FY 2015/16;
 - (d) Key Actions for FY 2016/17; and
 - (e) Human Resource Allocation.

E-Budget System/ Submission of Budget Proposals

- 33. Ministries/Departments are requested to submit both their expenditure proposals and revenue estimates by e-mail to the relevant responsible officer of the Sector Ministry Support Team (SMST) of MOFED as indicated in **Annex IV**. A copy of the expenditure proposals should also be sent to the Budget Expenditure Management Cluster (jramyed@govmu.org) and a copy of the revenue estimates to the Non-Tax Revenue Cluster (mbheekhee@govmu.org).
- 34. The budget preparation process has now been computerised with the introduction of the e-Budget System in Central Government. Ministries/Departments have been accordingly connected to the e-Budget Application. Finance Officers posted in Ministries/Departments have also been trained to operate the system. You are, therefore, requested to arrange for inputting your expenditure proposals and revenue estimates in the E-Budget System which is now operational for this budgeting exercise.
- 35. Following receipt of your proposals, the relevant SMST and other officers of MOFED will hold technical working sessions with your officers to prepare for the Budget Estimates Committee meetings. These Estimates Committee meetings are expected to be held in mid-April. You will be informed of the date, time and venue in due course.

VOTE XX:

Rs 000

| litem No. 1 | | | | | | Rs 000 |
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| Acquisition Of Financial Assets | Item No. | Details | | Revised | | 2018/19 Planned |
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| Older Staff Costs Other Staff Costs | | | | | | |
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HUMAN RESOURCES PROPOSALS

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|--|-----------------------------|---|---------|------------------|---|-------|------------------------|--------------------------------|-----------------|-------|------------------------|--------------------------------|
| | suo | 2018/2019 | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| | Funded Positions | 2017/2018 | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Fun | | 2016/2017 2017/2018 2018/2019 | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Posts at Entry Grade | | Costing 2 (Rs) | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Docts of | rosts at En Grade | Number | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| nal Posts | | Costing (Rs) | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Promotional Posts | | Number | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| | | No of Officers due for retirement | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| | st | Costing for staff "In Post"(by 31 March | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| | In Post | No. of staff In Post by 31 March 2016 (Headcount) | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Funded | rebruary 6) | No of Positions already advertise d as at 31.03.16 | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Unfilled Fund | (as at 29 February 2016) | | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| | No. of | Officers "In Posts" as at 29 Rebruary Positions 2016 (Col 5 - | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| ositions | | Adjusted Funded 2015/16 | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Funded Positions | | Funded 2015/16 | 0 | 0 | 4 | 0 | | 0 | 0 | 0 | | 0 |
| No. of Establish ed Posts (CEO 2015) | | | 0 | 0 | | 0 | | 0 | 0 | 0 | | 0 |
| Position Titles | | | × | Sub-Head XX -101 | | Total | Other persons employed | Total (Other Persons Employed) | Sub-Head XX-102 | Total | Other persons employed | Total (Other Persons Employed) |
| Salary Code | | | VOTE XX | Sub-Head | | | | | Sub-Head | | 87 | |

REVENUE FOR FISCAL YEAR 2015/16

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| (Rs '000) | | Main Assumptions (Note 2) | | Officer-in-Charge of Finance Section: | Ministry/Department |
|-----------|--------------|------------------------------|---|--|---|
| | Estimates | for 2016/17 | | inance Section: | Supervising Officer of Ministry/Department Signature: Date: |
| | | Revised Estimates | | Charge of F | ig Officer of |
| | | Jun Rev Est | · | Officer-in-(Signature: Tel. No.: | Supervisin Signature: Date: |
| | | May Rev Est | | | |
| | 2015/16 | Apr Rev Est | | | |
| | | Mar Rev Est | | | |
| | | Jul-Feb Actual | | 2016/17 sub-items | uld be |
| | | Approved Estimates | | cast for FY 20 | estimates sho attachments, |
| | Jan-Jun 2015 | Actual | | stimates and Fore respect of the maposes. | in arriving at your nitted in separate a ings. |
| | | Description | | Note (1): The 2015/16 Revised Estimates and Forecast for FY 2016/17 should be worked out in respect of the major revenue sub-items used for monitoring purposes. | Note (2): The assumptions used in arriving at your estimates should be clearly stated and submitted in separate attachments, together with your workings. |
| | Item No./ | Sub-item (Note 1) | | Note (1): | Note (2): |

| Sector | Responsible Officer & Contact Details | Team member | Tel. No. | Email Address |
|--|---|---|---|---|
| SOCIAL PROTECTION | Contact Details | | | |
| Social Security, National Solidarity and | T | Mrs R. Jheengut [A] | 10010000 | 1" |
| Reform Institutions | 200 1 200000000000000000000000000000000 | Ms R. Moosoohur (STM) | 201 3950 | rjheengut@govmu.org rmoosoohur@govmu.org |
| Social Integration and Economic | MR J. MOWNAH (LA) Tel: 201 3945 | Mr S. Aukhjee [A] | 201 3380 | |
| Empowerment | jmownah@govmu.org | Ms. A. Muslun [A] | 1 | amuslun@govmu.org |
| | | Mrs N. Ramasamy(FO) | 201 1224 | nnaidoo-ramasamy @govmu.org |
| MANPOWER & CAPACITY BUILDING | | | | |
| Education and Human Resources | | Mrs K. Sew Hee [A] | 201 1145 | spiang-sang-sew-hee @govmu.org |
| | | Ms S. Mamode Hosmun [A] | 201 1158 | |
| Tertiary Education (Incl. Knowledge Hub) | MR C. PADDIA (LA) | Mrs K. Nunkoo-Puttur [A] | 201 1761 | snunkoo@govmu.org |
| Labour and Employment | Tel: 201 1153 cpaddia@govmu.org | Ms R. Docile [A] | 201 2879 | pdocile@govmu.org |
| Skills Working Group | opaddia@govina.org | Ms R. Purahoo [A] | 201 3760 | rpurahoo@govmu.org |
| | | Mrs S. Rama-Subhoo [FO] | 201 2822 | sramasubhoo@govmu.org |
| HOUSING & HEALTH | | | |] |
| Housing and Lands (Incl. Social Housing) | | Mr P. Benee [A] | 201 1259 | pbenee@govmu.org |
| (weil document) | MR L. GOORAH (LA) | Mr S. Majie [A] | | smajie@govmu.org |
| Health and Quality of Life | Tel: 201 1343 | Ms D. Heerah [A] | | dheerah @govmu.org |
| | lgoorah@govmu.org | Mr M. A. Peters [A] | 201 1259 | mpeters@govmu.org |
| FAMILY, YOUTH & CULTURE | | Mr R. Dhoomun (AMFO) | 201 3892 | rdhoomun@govmu.org |
| V-ut10t | November was will be set to | Mrs. P. Bhantooa [A] | 201 2050 | |
| Youth and Sports | Dr D. PALIGADU | Mrs F. Codabux (FO) | | pbhantooa@govmu.org fcodabux@govmu.org |
| Arts and Culture | (Director) | Mrs. P. Bhantooa [A] | 201 3950 | pbhantooa@govmu.org |
| Gender Equality and Child Development | Tel: 201-3902 dpaligadu@govmu.org | Mr J. Tangman [A] | | jtangman@govmu.org |
| (Incl. Ombudsperson for Children Office) | | Mrs N. Ramasamy(FO) | 1 | nnaidoo-ramasamy @govmu.org |
| NVIRONMENT | | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | | microco rumasamy @govina.org |
| Environment, Sustainable Development, | Mrs W. ELAHEE-DOOMUN (LA) | Ms S. Ramprosand [A] | 201 3375 | sramprosand@govmu.org |
| Solid waste & Beach Management | Tel: 201 2390 | me of rempresente [rt] | 201 3373 | sramprosano@govinu.org |
| (Incl. National Disaster Management) | welahee-doomun @govmu.org | Mr D. Sockalingum (FO) | 201 2896 | dsockalingum@govmu.org |
| PUBLIC UTILITIES | | | | |
| Energy, Water, Waste Water and | Mrs S. APPANAH (LA) | Mr H.R Urdhin [A] | 201 2328 | hurdhin@govmu.org |
| Radiation Protection Services | | Mr S. Oozeer [A] | | soozeer@govmu.org |
| Procurement Issues & PPP Issues | sappanah@govmu.org | Mrs M. Moolye(FO) | | mmoolye@govmu.org |
| NFRASTRUCTURE | | 7 1 -1 | | oij |
| | | Mr A. Ramdhany [A] | 201 1420 | aramdhany@govmu.org |
| Public Infrastructure and Land Transport | MR C. CHARITAR (LA) | Mr S. Mohungroo [A] | 1 | 5 = 100 S= |
| National Development Unit | | Ms R. Rumzan-Maudarbaccus | 10 00 100 100 100 100 100 100 100 100 1 | smohungroo@govmu.org rarumzan@govmu.org |
| (Incl. Build Mauritius Fund) | | Mr G. Buckhory (STM) | | rarumzan@govmu.org gbuckhory@govmu.org |
| | | Mr D. Sockalingum (FO) | 201 2896 | Discontinue (Control |

MINISTRY OF PINAMORE AND RECONDERS DEFELOPMENT

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| | Poemowailda Offi | | | |
|---|---------------------------------------|--------------------------------------|----------|---------------------------------|
| Sector | Responsible Officer & Contact Details | Team member | Tel. No. | Email Address |
| PUBLIC DEBT MANAGEMENT | | | | |
| Public Debt Management | Mr K. GUPTAR | Mr S. Mohajur (SA) | 201 3723 | smohajur@govmu.org |
| T ubile bebt Management | (Advisor) | Mr M. Ramen [A] | 201 2958 | mramen@govmu.org |
| Loans Administration | Tel: 201 1577 kguptar@govmu.org | Mr K. Domah [A] | 201 2955 | kdomah@govmu.org |
| | kguptar@goviilu.org | Mrs T. Chinien [A] | 201 2940 | tchinien@govmu.org |
| BUDGET EXPENDITURE MANAGEMENT | | | | |
| Appropriations & Supplementary Appropriations | | Mr J .Ramyed [A] | 201 3728 | jramyed@govmu.org |
| Public Expenditure Monitoring & | Mr A. ACHARUZ | | | jram) od @govina.org |
| Management | (Director) | Mr A. Dreepaul [A] | 202 3728 | adreepaul@govmu.org |
| Centrally Managed Expenditure | Tel: 201 1308 aacharuz@govmu.org | Mrs L. Mohit-Hoober [A] | 201 2606 | lhoober@govmu.org |
| Medium Term Expenditure Framework (MTEF) | ausmanuz@govma.org | Mr S. K. Fowdur [A] | 202 2606 | sfowdur@govmu.org |
| PUBLIC FINANCIAL MANAGEMENT | | Į , | 102 2000 | olowadi@govilla.org |
| | | 17 | ·· | |
| Public Financial Management Legislations | Mr A. ACHARUZ | Mrs N. Aubdoolah- Suhootoorah [A] | 201 3761 | nsuhootoorah@govmu.org |
| Financial Management Manual | (Director) | Mr A. Mooteea [A] | 201 1158 | rmooteea@govmu.org |
| Performance Based Budgeting Framework | Tel: 201 1308 aacharuz@govmu.org | Ms A. Salih Ahmad (STM) | 201 3761 | asahmad@govmu.org |
| & Indicators | | <u> </u> | | Cgc |
| MEDIUM TERM FISCAL FRAMEWORK & P | SIP | | | |
| Modium Torm Figural Framework (MTFF) | | Mr R. Hittoo [A] | 201 3464 | rhittoo@govmu.org |
| Medium Term Fiscal Framework (MTFF) Statistics & Economic Indicators (incl.GFS) | Mr A. ACHARUZ (Director) | Ms N. Hingah [A] | 201 3464 | bhingah@govmu.org |
| marcatore (moi.er e) | Tel: 201 1308 | MrsF.Lowtun-Boolakee[A] | 201 2762 | flowtun-boolakee @govmu.org |
| Public Sector Investment Programme | aacharuz@govmu.org | Mr R. Sultoo [A] | 201 3733 | rsultoo@govmu.org |
| DIDECT TAVATION | | Mr S. Oozeer [A] | 201 2328 | soozeer@govmu.org |
| DIRECT TAXATION | | | | |
| Income Taxation | Mr J. SUHOOTOORAH (LA) | Mr G. Sokeechand [A] | 201 3734 | gsokeechand@govmu.org |
| Property Taxation | Tel: 201 3517 | Mr K. Suddason [A] | 201 1996 | ksuddason@govmu.org |
| Land Development Issues | ssuhootoorah@govmu.org | Ms S. Gowrydoss [A] | 201 3517 | swgowrydoss@govmu.org |
| INDIRECT TAXATION | | | | |
| Indirect Taxation (incl. Green taxation) | Mr M. BEEKHEE (LA) | Ms R. Goolamamode [A] | 201 1257 | rgoolamamode@govmu.org |
| Non Tax Revenues | Tel: 201 1078 | Ms N. Codadeen [A] | | bncodadeen@govmu.org |
| Revenue Policy | mbheekhee@aovmu.ora | Mr S. Doorgaparsand [A] | | sdoorgapersand@govmu.org |
| MACRO-FISCAL RISKS | | L 1 | | 3-p |
| Long Term Fiscal risks (incl. Pension | MR K. SEEBUNDHUN (LA) | Mr V. Ramkelawon [A] | 201 1616 | vramkelawon@govmu.org |
| Issues & State-Owned Enterprises) | MICH. OLLBONDHON (LA) | Mr A. Rughoobur [A] | 1 1 | arughoobur@govmu.org |
| Assets and Liabilities | keachundhun@gaumu ara | Mrs K.Vyapooree-Ponin[A] | 1 | kvyapooree-ponin@govmu.org |
| | | 7-1 | | , species permitting goving.org |

PSIP 2016 - 2021

Updated Financial Profiles of On-going Investment Projects

| Rs Millior | | 2020/21 | | | | | | | | | | | | | |
|------------|-------------|---|-------------------|-----------|-----------|--------------|---|---------------------------------------|-------------------|-----------|-----------|--------------------------------|-----------|-----------|-----|
| | Projections | 2019/20 | | | | | | | | | | | | | |
| | Proje | 2018/19 | | | | | | | | | | | | | |
| | | 2017/18 | | | | | | | | | | | | - | |
| | | 2016/17 Estimates | | | | | | | | | | | | | |
| | , r | Revised Estimates | | | | | | | | | | | | | |
| | | Actual Expenditure (Jul 2015 -Feb 2016) | | | | | | | | | | | | | |
| | 2014 | (Jul-Jun) Estimates | | | | | | | | | | | | | |
| | 101410 | Expenditure (Jan-Jun) 2015 | | | | | | | | - | | | | | |
| | Cirmilative | Expenditure up to 31,12,2014 | | | | | | , , , , , , , , , , , , , , , , , , , | | | | | | | |
| | Revised | Project E | | | | | | | 4. | | | | | | |
| | Original | Project Value | | | | | | | | | | | | | |
| | Financing | Foreign | | | | | | | | | | | | | |
| | Œ | Local | | | | | | | - | | | | | | |
| - | Status | | | | | | | | | | | | | | |
| | Start | Finish Date | | | | | | | | | | | | | |
| - | | Agency Vote | | | | | | | | | | | | | |
| | | Agenc) | | | | | *************************************** | | | | | | | | |
| | | Description | Consolidated Fund | Project 1 | Project 2 | Special Fund | Project 1 | Project 2 | Parastatal Bodies | Project 1 | Project 2 | Public Private Partnerships | Project 1 | Project 2 | 2; |
| | əpo | oO qisq | Ö | <u>ā</u> | <u>ū</u> | <u> </u> | <u>ā</u> | ď | P. | P. | P | Pr | <u> </u> | Pr | etc |

New Investment Projects: Project Profile Form

| I HOSECI INMINIE | 1 | | | | | SECTOR: | | | | | | | |
|----------------------------------|--|-------------------|---------------------------------------|-------------------------|---|-------------------|--------------|--------------|-------------------------|--|--|--|--|
| IMPLEMENTING AGENCY | | | | | | | | | | | | | |
| PROJECT | Background a | and justificatio | n: | | | | | | | | | | |
| DESCRIPTION | Objectives of | the project: | | | | | | | | | | | |
| | Main scope of project: | | | | | | | | | | | | |
| | Expected out | come: | | | | | | | | | | | |
| PROJECT | | | | START DATE/FINISH DATE: | | | | | | | | | |
| DURATION | | | | J | | | | | | | | | |
| CAPITAL COST | Initial Estim | ates: | Rs | M | Revised Es (latest dat | timates at e): | | Rs | M | | | | |
| | Foreign com | | | - | Foreign co | mponent | | | | | | | |
| | Local Compo | , | Local Com | ponent | | | | | | | | | |
| FINANCING | Local source | es | | Rs M | Foreign so | urces | | Rs M | Total (Local & Foreign) | | | | |
| | 1 | rom Governn | | - | Grant | | | | | | | | |
| | • Loan fro | om Governm | - | Loan | | | İ | | | | | | |
| | Own Fu | | | | | | | l | | | | | |
| | | | ment/Others | | | | | | | | | | |
| | (| Contract Contract | | | | | | | | | | | |
| | Others: | n Financing I | istitutions | | - Oth | | | | | | | | |
| | | | ference Shares | | • Others | s: deemable Pr | ofovou o | | | | | | |
| | (e.g) | icemable i ie | referice strates | | | es (e.g) | elerence | | | | | | |
| | 25 25 25 25 25 25 25 25 25 25 25 25 25 2 | ••••• | | | 1 | | | | | | | | |
| | | Total - Loca | al | - | 7 | Total - Foreig | n | - | - | | | | |
| | | Feasibility St | udy | | | Provide an | y relevant d | etails on st | atus | | | | |
| | | Design | | | | , | | | | | | | |
| | | Tender (wor | ks) | | | | | | | | | | |
| PROJECT | % | works comp | leted | | | | | | | | | | |
| STATUS | | Handing Ov | er | | | | | | | | | | |
| | | Defects Liabi | lity | | | | | | | | | | |
| | Chal | lenges / Bott | lenecks | | Nature of bottlenecks and appropriate actions being taken t | | | | | | | | |
| DDOLLCTED EVDE | NDITUDE. | | · · · · · · · · · · · · · · · · · · · | | address the | ose: | <u></u> | | | | | | |
| PROJECTED EXPE | Cum. Expd | | | | | | | | - | | | | |
| COMPONENTS | up to Jun | Estimates | Rev Est | | | Projection | S I | | Total | | | | |
| | 2015 | 2015/16 | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 | Total | | | | |
| Consultancy | | | | | | | | | | | | | |
| Services - | | | | | | | | | | | | | |
| Feasibility Studies | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Consultancy Services - Design | | | | | | | | | | | | | |
| & Supervision | | | | | | | | | | | | | |
| Construction | | | | | | | | | | | | | |
| Works | | | | | | | | | | | | | |
| Machinery & | | | | | | | | | | | | | |
| Equipment | | | | | | | | | | | | | |
| Furniture & | | | | | | | | | | | | | |
| Fittings | | | | | | | | | | | | | |
| Others | | | | | | | | | | | | | |

Public Sector Bodies: Financial Information

Public Body:

| A: Income & Expenditure Inform | ation | | | | Rs Million |
|---|----------------|----------------|----------------------|--------------------|--------------------|
| Details | 2014 Actual | 2015 Actual | 2016/17 Estimates | 2017/18 Planned | 2018/19 Planned |
| TOTAL INCOME Grant from Government Own-Source Revenue ⇒ Revenue 1 ⇒ Revenue 2 ⇒ | | | | | |
| Other Income TOTAL EXPENDITURE Recurrent Expenditure Capital Expenditure Surplus/Deficits | | | | | |

B: Other Financial Information

| Details | Balance as at 31 Dec 2014 | Balance as at 31 Dec 2015 | Estimated Balance as at 30 Jun 2016 |
|------------------------|---------------------------------|---------------------------------|---|
| Debtors | | 1 | |
| Cash & Bank Balance | | | |
| Investment | | | |
| ⇒ Fixed deposit | | | |
| ⇒ Treasury Bills | | | |
| ⇒ Others | | | |
| Creditors | | | |
| Bank Overdraft | | | |
| Reserve | | | |
| Loans | | | |
| Contingent Liabilities | | | |
| ⇒ Pension | | | |
| ⇒ Financial Litigation | | | |

Projects Financed by Grants

| 5 | | | |
|--|---------------------------------|-----------|--|
| Rs Million | 2018/19 | Planned | |
| | 2017/18 | Planned | |
| | 2016/17 | Estimates | |
| A TAX COMMENT OF THE PARTY OF T | /16 | Revised | |
| | 2015/16 | Estimates | |
| | 2015 Jan-Jul | Actual | |
| | 2014 | Actual | |
| | Delivery Unit / Implementing | Agency | |
| | Vote/ Sub-Head | | |
| | Source of Grant | | |
| | Description of Project | | |
| | ode: | | |