In case of reply the number and date of this letter should be quoted

Our Ref. No **B.159/MOF/BDU/BC/15/1**
Your Ref No .....
Tel No. 0303-662448

MINISTRY OF FINANCE
P. O. BOX MB 40
ACCRA

REPUBLIC OF GHANA

12 FEB, **2015**

2016 -2018 BUDGET PREPARATION CALENDAR

The 2016-2018 Budget Preparation Calendar which outlines the programmes required for effective budget coordination is being forwarded for your information, in accordance with Section 152(2) of the Financial Administration Regulation (FAR).

2. Due to the volume of work to be carried out, Colleague Ministers are entreated to acquaint themselves with the details of the Calendar and also avail themselves whenever they are called on during the process.

3. Regular prompts will be sent to your outfit to notify you on activities that will require your participation and contribution.

4. I count on your usual cooperation.

HON. SETH E. TERPKER
MINISTER

ALL HON. SECTOR MINISTERS

Cc: The Hon. Deputy Ministers, MoF
The Chief Director, MoF
All Chief Directors
The Director of Budget MoF

2016 BUDGET PREPARATION CALENDAR		
S/N	**DATE**	**KEY DELIVERABLES**
1	JANUARY	PREPARATION OF 2016 BUDGET PREPARATION CALENDAR
2	FEBRUARY	PUBLICATION AND CIRCULATION OF THE BUDGET CALENDAR
3	FEBRUARY	STATEMENT TO PARLIAMENT ON REVISIONS TO THE 2015 BUDGET
4	MARCH	PREPARATION AND PUBLICATION OF 2014 BUDGET PERFORMANCE REPORT
5	MARCH	APPROVAL BY PARLIAMENT OF THE APPROPRIATION OF THE 2014 SUPPLEMENTARY BUDGET
6	MARCH	ENGAGEMENT WITH LEADERSHIP OF PARLIAMENT ON FORMAT AND MODALITIES FOR PRESENTATION OF PRE-BUDGET STATEMENT TO PARLIAMENT
7	MARCH	STAKEHOLDER CONSULTATIONS ON REVENUE MEASURES FOR 2016 AND THE MEDIUM TERM
8	MARCH	PROJECTION OF DEVELOPMENT PARTNERS DISBURSEMENT FOR 2016 AND THE MEDIUM TERM AND VALIDATION BY DPs AND MDAs
9	MARCH	ADVERTISE FOR INPUTS INTO THE 2016 BUDGET STATEMENT AND ECONOMIC POLICY FROM STAKEHOLDERS
10	MARCH	DEVELOP THE MEDIUM TERM DEBT STRATEGY
11	MARCH	REVIEW AND UPDATE OF THE MACRO-ECONOMIC FRAMEWORK
12	MARCH	SECTOR POLICY DISCUSSIONS WITH MDAs AND NDPC
13	MARCH	PRE-TECHNICAL MEETINGS ON THE BUDGET FRAMEWORK AND STRATEGY PAPER (BFSP) WITH HON. MINISTER
14	APRIL	2016 SALARY NEGOTIATIONS WITH LABOUR
15	APRIL	ENGAGEMENT WITH PARLIAMENT, JUDICIAL SERVICE AND AUDIT SERVICE ON THE BUDGET OF GOVERNANCE INSTITUTIONS
16	APRIL	PREPARATION AND FINALIZATION OF BFSP WITH PROPOSALS ON THREE YEAR CEILINGS TO THE OFFICE OF THE PRESIDENT
17	MAY	APPROVAL AND FEEDBACK FROM CABINET ON THE BFSP
18	MAY	PREPARATION AND CIRCULATION OF BUDGET GUIDELINES TO MDAS
19	JUNE	2016 BUDGET PREPARATION PRODUCTION WORKSHOP FOR MDAS
20	JULY	REVENUE PROJECTION WORKSHOPS FOR 2016 AND THE MEDIUM TERM
21	JULY	PREPARATION AND PRESENTATION OF MID-YEAR REVIEW OF THE 2015 BUDGET TO PARLIAMENT

2016 BUDGET PREPARATION CALENDAR		
S/N	**DATE**	**KEY DELIVERABLES**
22	JULY	SUBMISSION OF DRAFT REVENUE AND EXPENDITURE ESTIMATES BY MDAS AND DRAFT INPUTS INTO THE 2016 BUDGET STATEMENT AND ECONOMIC POLICY
23	AUGUST	POLICY AND TECHNICAL HEARING ON THE 2016 BUDGET WITH MDAS
24	AUGUST	STAKEHOLDER DISCUSSIONS WITH CIVIL SOCIETY ORGANIZATIONS, THINK-TANK, ACADEMIA ETC ON THE 2016 BUDGET
25	AUGUST	PREPARATION AND PRESENTATION OF PRE-BUDGET POLICY STATEMENT (BFSP II) TO CABINET
26	SEPTEMBER	APPROVAL BY CABINET OF PRE-BUDGET POLICY STATEMENT
27	SEPTEMBER	PRESENTATION OF PRE-BUDGET POLICY STATEMENT TO PARLIAMENT
28	OCTOBER	FINALIZE THE 2016 BUDGET STATEMENT AND ECONOMIC POLICY DOCUMENT
29	OCTOBER	APPROVAL BY CABINET OF THE 2016 BUDGET STATEMENT AND ECONOMIC POLICY
30	NOVEMBER	PRESENT THE 2016 BUDGET STATEMENT AND ECONOMIC POLICY TO PARLIAMENT
31	DECEMBER	APPROVAL OF 2016 BUDGET STATEMENT AND ECONOMIC POLICY OF GOVERNMENT AND THE PASSAGE OF APPROPRIATION BILL
32	DECEMBER	BUDGET DISSEMINATION WITH KEY STAKEHOLDERS