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Your Ref No.....  
Tel No. 0303-662448



**MINISTRY OF FINANCE**  
**P.O. BOX MB 40**  
**ACCRA**

9<sup>th</sup> FEBRUARY, 2018

## **2019-2022 BUDGET PREPARATION CALENDAR**

In accordance with the Public Financial Management Act, 921, 2016 and with regulation 152 (2) of the Financial Administration Regulations, we forward for your information and necessary action the 2019-2022 Budget Calendar.

2. The 2019-2022 Budget Calendar outlines the programmes and activities for effective budget coordination and submission of government's macroeconomic policy statement and budget to Parliament.
3. MDAs are to note that timelines are underpinned by provisions in the Public Management Act and other legislations. Ministry of Finance has included the relevant sections for ease of reference.
4. Honourable Ministers are entreated to familiarize themselves with the content of the Calendar and the laws, in particular the Public Financial Management Act in order to avert violation and also bring same to the attention of Honourable Ministers.
5. I count on your usual cooperation.

**HON. ABENA OSEI-ASARE (MP)**  
**DEPUTY MINISTER**  
FOR. MINISTER

**ALL HONOURABLE MINISTERS**  
**ALL METROPOLITAN / MUNICIPAL**  
**DISTRICT CHIEF EXECUTIVES**

Cc: Chief of Staff, Office of the President  
All Chief Directors  
All Heads of Institutions  
The Director of Budget, MoF  
All Directors, PPME



# **2019 – 2022 BUDGET CALENDAR**

**PREPARED BY:**

**Budget Planning and Preparation Unit**

February, 2018

## 2019-2022 BUDGET CALENDAR

S/N	TIME FRAME	ACTIVITIES	UNDERPINNING LEGISLATION
1	January	Publication and Circulation of the 2019-2022 Budget Calendar	FAR 152 (2)
2	February	Meeting with National Development Planning Commission on the Coordinated Programme of Economic and Social Development Policies	1992 Constitution 36 (5)
3	March	Review and update of the Macro- Economic Framework	PFM Act, 2016 Act 921; 15 (2)(B)
4	March	Revision and update of the Medium Term Debt Strategy for 2019-2022 Budget	PFM Act, 2016 Act 921; 59 (3)(B)
5	March	Engagement with Stakeholders on revenue measures	PFM Act, 2016 Act 921; 21 (1)(A)
6	March- April	Organization of Cross Sectoral Policy Hearings for 2019-2022 Budget	PFM Act, 2016 Act 921; 21 (I)(A)
7	April	Projection of tax and non-tax revenues	PFM Act, 2016 Act 921; 21 (5)(G)(II)
8	April	Projection of Development Partners Disbursement for 2019 and the Medium Term and validation by DPs and MDAs	PFM Act, 2016 Act 921; 21 (1)
9	April	Salary Negotiations with Labour	PFM Act, 2016 Act 921; 19 (1)(A)
10	April	Engagement with Parliament, Judicial Service and audit service on the Budget of Governance Institutions	1992 Constitution 187 (14); ASA 2000, Act 584 (26)(27);
11	April	Advertise for inputs into the 2019-2022 Budget Statement and Economic Policy from stakeholders	PFM Act, 2016 Act 921; 21 (1)
12	April	Pre-Technical meetings with Minister on 2019-2022 Fiscal Strategy Document	PFM Act, 2016 Act 921; 4 (1)
13	April	Preparation of 2019-2022 Fiscal Strategy document	PFM Act, 2016 Act 921; 15
14	May	Engagement with Economic Management Team/Advisory Council on 2019-2022 FSD	PFM Act, 2016 Act 921 ; 21 (1)
15	May	Submission of FSD to Cabinet for approval	PFM Act, 2016 Act 921; 15
16	June	Approval of 2019-2022 FSD by Cabinet	PFM Act, 2016 Act 921; 15
17	June	Preparation and distribution of 2019- 2022 Budget Guidelines	PFM Act, 2016 Act 921; 21 (1) (B)

<b>S/N</b>	<b>TIME FRAME</b>	<b>ACTIVITIES</b>	<b>UNDERPINNING LEGISLATION</b>
18	July	Preparation and presentation of Mid-Year Review of the 2018 Budget to Parliament	PFM Act, 2016 Act 921 ; 28 (1)
19	July	Preparation of Half Yearly Report	PFM Act, 2016 Act 921; 34 (I)
20	August	Stakeholder Consultations on the 2019 Budget	PFM Act, 2016 Act 921; 21 (1)
21	August	Budget Production Workshops for MDAs and MMDAs	PFM Act, 2016 Act 921; 21
22	August-September	Budget Technical Hearings	PFM Act, 2016 Act 921; 21 (1)
23	September	Engagement with Economic Management Team/Advisory Council on draft 2019-2022 Budget	PFM Act, 2016 Act 921; 21 (I)
24	October	Presentation of draft 2019-2022 Budget Statement and Economic Policy document to Cabinet	PFM Act, 2016 Act 921 ; 21 (1) (B)
25	October	Approval and Feedback from Cabinet on draft 2019-2022 Budget Statement and Economic Policy document	PFM Act, 2016 Act 921 ; 21 (2)
26	October	Finalisation of draft 2019-2022 Budget Statement and Economic Policy document	PFM Act, 2016 Act 921 ; 21 (4)
27	November	Presentation of 2019-2022 Budget to Parliament	PFM Act, 2016 Act 921; 21 (4)
29	November	Presentation of the Annual Report on the Petroleum Account and the Ghana Petroleum Funds to Parliament	PRMA Act (48) (I )
29	November	Presentation of Revenue Bills and passage by Parliament	PFM Act, 2016 Act 921; 21 (6)
30	November	Translation of 2019-2022 Budget Statement into Ghanaian Languages	PFM Act, 2016 Act 921; 21 (1)
31	November	Dissemination of 2019-2022 Budget Estimates	PFM Act, 2016 Act 921 ; 21 (1)
32	December	Revision and update of the Medium Term Debt Strategy for 2019-2022 Budget	PFMA Act, 2016 Act 921; 59 (3)(B)
33	December	Engagement of Parliament to approve the 2019 Budget Statement and Economic Policy to Parliament (Policy debates, meeting with Select Committee Members, passing of Appropriation Bill)	PFM Act, 2016 Act 921; 22 (I)
34	December	Loading of 2019 Budget Estimates	