



REPUBLIC OF GHANA

## MINISTRY OF FINANCE

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

Our Ref: MoF/BDU//BC/19.1

Your Ref:

Tel No: 0303-662448

8<sup>TH</sup> FEBRUARY, 2019

### 2020-2023 BUDGET PREPARATION CALENDAR

In accordance with the Public Financial Management Act, 921, 2016 and with regulation 152 (2) of the Financial Administration Regulations, I forward for your information and necessary action the 2020-2023 Budget Preparation Calendar.

2. The 2020-2023 Budget Calendar outlines the programmes and activities for an effective budget coordination and submission of Government's macroeconomic policy statement and budget to Parliament.
3. Ministries Departments and Agencies are to note that the timelines for the execution of outlined activities are underpinned by provisions in the Public Financial Management Act and other relevant legislations. It is for this reason that, Ministry of Finance has included the relevant sections for ease of reference.
4. Colleague Ministers are kindly entreated to familiarize themselves with the content of the Calendar and the laws, in particular the Public Financial Management Act in order to avoid violation of the provisions and also bring same to the attention of your relevant officers.
5. I count on your continuous cooperation.
6. Thank you.

**KEN OFORI-ATTA**  
**MINISTER**

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

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





REPUBLIC OF GHANA

**MINISTRY OF FINANCE**

# **2020-2023 BUDGET PREPARATION CALENDAR**

FEBRUARY-DECEMBER, 2019

**MINISTRY OF FINANCE  
BUDGET DIVISION**

**FEBRUARY, 2019**

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**DRAFT****2020-2023 BUDGET PREPARATION CALENDAR**

<b>S/N</b>	<b>TIME FRAME</b>	<b>ACTIVITIES</b>	<b>UNDERPINNING LEGISLATION</b>
1	February	Publication of the 2019 Budget Implementation Instructions	
2	February	Publication and circulation of the 2020-2023 Budget Preparation Calendar	FAR152 (2)
3	March-April	Engagement with stakeholders on 2020 revenue measures	PFM Act, 2016 Act 921; 21 (1)(A)
4	March	Preparation and Submission of the 2018 report on the Energy Sector Levy to Parliament	ESLA Act, 2015, Act 899 (6)
5	March	Preparation and Submission of the 2018 Annual Debt Report to Parliament	PFM Act, 2016 Act 921; 72 (3)
6	April	Salary negotiations with Labour	PFM Act, 2016 Act 921; 15 (2)(B)
7	April	Projection of Tax and Non-Tax Revenues, Development Partner Programme and Project loans for 2020-2023 and the medium term	PFM Act, 2016 Act 921; 21 (5)(G)(LI)
8	April	Review and update of the 2019 Macro-Economic Framework	PFM Act, 2016 Act 921; 19 (1)(A)
9	April	Advertise for inputs into the 2020-2023 Budget Statement and Economic Policy from stakeholders	PFM Act, 2016 Act 921; 21 (1)
10	April	Pre-technical meetings with Minister on 2020-2023 Fiscal Strategy Document (FSD)	PFM Act, 2016 Act 921; 4 (1)
11	April	Preparation of 2020-2023 Fiscal Strategy Document	PFM Act, 2016 Act 921; 15
12	May	Engagement with Economic Management Team/Advisory Council on 2020-2023 FSD	PFM Act, 2016 Act 921; 21 (1)
13	May	Submission of FSD to Cabinet for approval	PFM Act, 2016 Act 921; 15
14	June	Approval of 2020-2023 FSD by Cabinet	PFM Act, 2016 Act 921; 15
15	June	Preparation and distribution of 2020-2023 Budget Guidelines	PFM Act, 2016 Act 921; 21 (1) (B)
16	July	Production Workshops on the 2020-2023 Budget	PFM Act, 2016 Act 921; 21
17	July	Preparation and presentation of the 2019 Mid-Year Fiscal Policy to Parliament	PFM Act, 2016 Act 921; 28 (1)
18	July	Preparation of Half Yearly Reports	PFM Act, 2016 Act 921; 34 (1)
19	August	Stakeholder consultations (e.g. civil society organizations, think-tank, academia etc. to receive inputs on the 2020-2023 budget	PFM Act, 2016 Act 921; 21 (1)

S/N	TIME FRAME	ACTIVITIES	UNDERPINNING LEGISLATION
20	August	2020-2023 Policy and Technical Hearings	PFM Act, 2016 Act 921; 21 (1)
21	September	Engagement with Economic Management Team/Advisory Council on draft 2020-2023 Budget	PFM Act, 2016 Act 921; 21 (1)
22	October	Presentation of draft 2020-2023 Budget Statement and Economic Policy Document to Cabinet	PFM Act, 2016 Act 921; 21 (1) (B)
23	October	Approval and feedback from Cabinet on draft 2020-2023 Budget Statement and Economic Policy Document	PFM Act, 2016 Act 921; 21 (2)
24	October	Preparation of Medium Term Debt Strategy and the Debt Sustainability Analysis for 2020-2023 budget	PFM Act, 2016 Act 921; 59 (3)(B)
25	October	Finalisation of draft 2020-2023 Budget Statement and Economic Policy Document	PFM Act, 2016 Act 921; 21 (4)
26	November	Presentation of 2020-2023 Budget to Parliament	PFM Act, 2016 Act 921; 21 (4)
27	November	Presentation of the 2019 Annual Report on the Petroleum Account and the Ghana Petroleum Funds to Parliament	PRMA Act (48) (1)
28	November	Annual Report on the collection and utilization of the Africa Union 0.2 percent Import Levy	Section 7 of the African Union Import Levy Act, 2017 (Act. 952)
29	November	Revision and update of the Medium Term Debt Strategy for 2020-2023 Budget	PFM Act, 2016 Act 921; 59 (3)(B)
30	November	Report on the Measures to address the Auditor-General's Comments	PFM Act, 2016 Act 921; 21 (6) (B)
31	November	Write-up on the Energy Sector Levy	ESLA Act, 2015, Act 899 (6)
32	November	Presentation of Revenue Bills and passage by Parliament	PFM Act, 2016 Act 921; 21 (6)
33	November	Preparation and publication of 2020-2023 Citizens Budget	PFM Act, 2016 Act 921; 21 (1)
34	November	Dissemination of 2020-2023 Budget	PFM Act, 2016 Act 921; 21 (1)
35	December	Submission of the update Medium Term Debt Strategy for 2020-2023 budget to Cabinet for approval	PFM Act, 2016 Act 921; 59 (3)(B)
36	December	Engagement of Parliament to approve the 2020-2023 budget Statement and Economic Policy to Parliament (policy debates, meeting with Select Committee Members, passing of Appropriation Bill)	PFM Act, 2016 Act 921; 22 (1)
37	December	Loading of 2020-2023 Budget Estimates	