



MINISTRY OF FINANCE AND PLANNING
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE
ADDRESSED TO THE FINANCIAL SECRETARY AND THE
FOLLOWING REFERENCE NUMBER QUOTED:-

Telephone No. 92-28600-15

March 23, 2006

Circular No. 14
File No. 107/022
Division: Public Expenditure Policy Co-ordination

Permanent Secretaries
Chief Executive Officers
Heads of Departments

Re: Procedures for Clearance of Advances from MoF&P Contingencies consequent on the passage of the Supplementary Estimates

The attention of Permanent Secretaries, Chief Executive Officers and Heads of Departments is invited to the following procedures for clearing outstanding advances from Ministry of Finance & Planning (MoF&P) Contingencies consequent on the passage of the supplementary estimates in which provision has been made to facilitate repayment.

- (1) The Ministry of Finance & Planning shall issue warrants to provide ministries, departments and agencies (MDAs) with the relevant funds to facilitate the repayment of the outstanding advances made from MoF&P Contingencies.
- (2) The Accountant General shall based on the warrant at (1) above, provide funds to MDAs for an amount **net** of all outstanding MoF&P Contingencies advances.
- (3) The Accountant General shall advise MDAs that it has repaid the MoF&P Contingencies advances on their behalf, and request that they effect the following journal entries in their books.

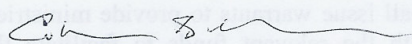
CASH ACCOUNTING MDA'S	ACCRUAL ACCOUNTING MDA'S
Event 0005 - <i>Warrant Issue on Advice from MoF&P</i>	<i>Warrant Issue on Advice from MoF&P</i>
Warrant a/c Dr	Warrant Receivable a/c Dr
Consolidated Fund Provision a/c Cr	Warrant Issue a/c Cr
Event 0402 <i>Repay. of MoF&P Cont Advance</i>	<i>Repayment of MoF&P Cont. Advance</i>
Advance from MoF&P Contingencies Provision a/c Dr	Advance from MoF&P Contingencies Provision a/c Dr
Warrant a/c Cr	Warrant Receivable a/c Cr

- (4) The Accountant General shall advise the Ministry of Finance and Planning that the outstanding MoF&P Contingencies Advances have been recovered from the relevant MDAs and that the requisite amounts have been lodged to the Consolidated Fund on its behalf. Based on this, the Ministry of Finance and Planning shall make the following journal entries in its books:-

<i>Warrant Reduction</i>	
Warrant Issue a/c Dr	
Warrant Receivable a/c Cr	

<i>Payment to the Consolidated Fund</i>	
Warrant Receivable a/c Dr	
Contingencies Provision Advance a/c Cr	

The Accountant General shall ensure that the Consolidated Fund, based on the above procedures, reflects an "in and out" transaction of the total repayment/recovery sum occurring simultaneously (i.e. on the same day and time), thereby not utilizing any cash resources.



Colin Bullock
Financial Secretary