



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

Telephone No. 92-28600-16
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MINISTRY OF FINANCE AND THE PUBLIC SERVICE
30 NATIONAL HEROES CIRCLE
P.O. BOX 512
KINGSTON
JAMAICA

June 30, 2011

Circular No. 8

File No. 107/022

Division: Public Expenditure Policy Coordination Division

Permanent Secretaries
Heads of Departments
Chief Executive Officers

Re: Reminder re Submission of Appropriation Accounts 2010/11

Permanent Secretaries, Heads of Departments and Chief Executive Officers are reminded that the Appropriation Accounts of **all** Ministries, Departments and Agencies for financial year ending March 31, 2011 must be submitted to the Auditor General and to this Ministry on or before **July 31, 2011**.

The following law, regulation and instruction are to be adhered to:-

- (1) Section 24(I) of the Financial Administration and Audit (FAA) Act;
- (2) Financial Administration and Audit Act, Financial Management Regulations 2011, Regulation #s 70-71; and
- (3) This Ministry's Circular No. 2 entitled Financial Statements dated March 3, 2009.

The above addresses the matter of the timely submission of Appropriation Accounts and monthly financial statements, as well as actions to be taken against officers responsible for delay in the submission of these statements.

Permanent Secretaries, Heads of Departments and Chief Executive Officers must ensure that this Circular is brought to the attention of all relevant officers.


Wesley Hughes, CD, JP
Financial Secretary