



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 SHOULD BE NOTED:

Telephone No. 92-2860-16

May 9, 2012

**Circular No 13**  
**File No. 107/022**  
**Division: Financial Management**


Permanent  
Secretaries Heads of  
Departments

**Re: Cash Payment Limit**

Permanent Secretaries and Heads of Departments and Agencies are hereby advised that Instruction number 5.8 under the Financial Administration and Audit Act Instructions is being amended to read as follows:

***5.8 The payment of public moneys in cash shall be restricted to a limit of fifteen thousand dollars (\$15,000.00). This limit on cash payments shall not apply to payments in respect of salaries and wages. All payments in excess of the approved limit shall be made by cheque or through the Central Treasury Management/Treasury Single Account System (CTMS/TSA) when implemented.***

Permanent Secretaries and Heads of Departments and Agencies are reminded that if it becomes necessary to increase the level of any petty cash imprest, prior approval must be obtained in accordance with Ministry of Finance and Planning (MoF&P) Circular No. 3, File No. 107/022 dated January 24, 2005.

  
Wesley Hughes  
Financial Secretary