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THE REPUBLIC OF UGANDA

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In any correspondence on
this subject please quote No. BPD/86/427/03

26th June 2017

Central Government Distribution List attached

**FINAL USER ACCEPTANCE TESTING AND TRAINING OF TRAINERS ON
THE PROGRAMME BUDGETING SYSTEM, 12TH - 14TH JULY 2017**

Government with effect from FY 2017/18 embarked on implementation of the Programme Based Budgeting (PBB) across Central Government Ministries, Departments and Agencies. In order to strengthen the link between Government strategic objectives, Budget allocations, and service delivery, the reform will be implemented across Local Governments with effect from FY 2018/19, with the preparation of Local Government Budget Framework Papers and Quarter one Budget performance reports for FY 2017/18.

You may recall, in FY 2015/16, this Ministry contracted a firm to develop an online Budgeting and reporting system (PBS), to facilitate the implementation of the reform in preparation for the transition from Output Oriented Budgeting to Programme Based Budgeting (PBB). The Consultants have fully developed the System and is now ready for testing before roll out to all Local Governments. There is therefore need for Final User Acceptance Testing and Training of Trainers in navigation of the system before it is rolled out to all Local Government (LGs).

The purpose of this letter therefore, is to request you to nominate one relevant Officer from your institution to attend this training which will take place from **12th-14th July 2017** at **Hotel Brovad Masaka**. The participants are requested to carry along a laptop to participate in the navigation of the system. Attached is the training program for ease of reference.

Kenneth Mugambe

For: PERMANENT SECRETARY/SECRETARY TO THE TREASURY

Mission

"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

Distribution List

- The Permanent Secretary, Office of the Prime Minister
- The Permanent Secretary, Ministry of Water and Environment
- The Permanent Secretary, Ministry of Health
- The Permanent Secretary, Ministry of Education and Sports
- The Permanent Secretary, Ministry of Agriculture, Animal Industry and Fisheries
- The Permanent Secretary, Ministry of Trade, Industry and Cooperatives
- The Permanent Secretary, Ministry of Lands Housing and Environment
- The Permanent Secretary, Ministry of Local Government
- The Permanent Secretary, Ministry of Works and Transport
- The Permanent Secretary, Ministry of Gender, Labour and Social Development
- The Secretary, Local Government Finance Commission

Mission

"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

**PROGRAMME FOR THE FINAL UAT AND TRAINING OF TRAINERS ON THE PROGRAMME
BUDGETING SYSTEM, 12TH TO 14TH JULY 2017
LOCAL GOVERNMENTS**

Scheduled TIME	ACTIVITY	FACILITATOR
Day 1: 12th July 2017		
09:00am – 09:30am	Opening Remarks	Director Budget
09:30am – 10:45am	Introduction & Overview on Programme Budgeting System	BPED
10:45am – 11:00am	Break Tea	All
11:00am – 1:00pm	Navigation of the Budget Planning Module(BFP)	Consultant/BPED
1:00 – 2:00pm	Lunch	All
2:00pm – 5:00pm	Navigation of the Budget preparation Module (Draft PCs, Draft Estimates)	Consultant/BPED
	End Of Day one	
Day 2: 13th July 2017		
09:00am - 10:45am	Navigation of the Budget preparation Module (Draft PCs, Draft Estimates)	Consultant/BPED
10:45am – 11:00am	Break Tea	All
11:00 -1:00 pm	Navigation of the Budget Approval Module (Final PCs, Approved Estimates)	Consultant/BPED
1:00 - 2:00 pm	Lunch	All
2:00pm – 5:00pm	Navigation of the Budget Approval Module (Final PCs, Approved Estimates)	Consultant/BPED
	End of Day Two	
Day 3: 14th July 2017		
09:00am - 10:45am	Navigation of the Preparation of the Local Government Quarterly Performance Reports	Consultant
10:45am – 11:00am	Break Tea	All
11:00 -1:00 pm	Navigation of the Preparation of the Local Government Quarterly Performance Reports	
1:00 - 2:00 pm	Lunch	All
2:00pm – 3:00pm	Discussion and way forward	Consultant/BPED
3:00pm – 3:30pm	Closing Remarks	DB
	Departure	All