

Ref. No. EPB/M&E/02/12

Ministry of Economic Planning
and Budget

Secretariat, Alagbaka,
Akure.

June, 2018

CIRCULAR LETTER TO:

Chief of Staff to the Governor,
Secretary to the State Government,
Head of Service,
Deputy Chief of Staff to the Deputy Governor,
State Commissioners,
Chairmen of Commissions/Corporations,
Clerk, Ondo State House of Assembly,
Permanent Secretaries,
Chief Registrar, Ondo State Judiciary,
Accountant-General,
State Auditor-General,
Statistician-General,
Directors-General,
General Managers/Heads of Non-Ministerial Department.

PREPARATION OF 2018 SECOND QUARTER BUDGET

IMPLEMENTATION APPRAISAL/REPORT:

SUBMISSION OF RETURNS BY MEDAs

In line with the Ondo State Fiscal Responsibility Law 2017, the Ministry of Economic Planning and Budget, as the central Planning, Monitoring and Evaluation organ of Government in the State, is expected to monitor and evaluate the implementation of annual budget with respect to all disbursements and assess the attainment of fiscal targets. The Law also requires the Ministry to produce quarterly budget implementation report to Government and other stakeholders.

2. Having produced the 2018 First Quarter Budget Appraisal, the Ministry has also set machinery in motion for the preparation of 2018

second quarter budget implementation appraisal and hereby enjoins all Ministries, Extra-Ministerial Departments and Agencies (MEDAs) to forward appropriate returns for the months of April, May and June, 2018, being the second quarter, using the attached templates, as applicable.

3. In addition, MEDAs are required to provide information on the status of their capital projects executed since February, 2017, being the inception of this Administration, to enable MEP&B have a database on the status of all developmental projects in the State for planning purposes.

4. Attached to this circular are 7 templates/Annexes. Annexe I should be used to render returns on Revenue Generated by MEDAs. Annexe II is for returns on Capital Expenditure. Returns on Special programmes should be furnished in Annexe III. Annexe IV is for rendering returns on Donor Assisted Projects. Returns on Overhead and Personnel/Subventions should be provided in Annexe V. Annexe VI is for rendering returns on status of capital projects since the inception of this Administration while Annexe VII is for returns on Debt Repayment, principally to be furnished by Debt Management Office.

5. To this end, Accounting Officers are enjoined to accord this circular the utmost attention it deserves and ensure that the returns of their MEDAs are submitted in both hard and electronic copies to this Ministry **on or before Tuesday, 10th July, 2018.**

6. Thank you.

O. Bunmi Alade, FCA
Permanent Secretary