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தேசிய வரவு செலவுத் திட்டத் திணைக்களம்  
DEPARTMENT OF NATIONAL BUDGET

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எனது இல.  
My No. }

BD/103/03/1616

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திகதி  
Date }

28.07.2017

All Secretaries to Ministries  
Chief Secretaries of Provincial Councils  
Heads of Departments  
Chairmen of Corporations and Statutory Boards

**Addendum one to the Budget Call -2018**  
**Submission of Draft Budget Estimates**

This is further to the Budget call-2018, which has already sent to you by the letter No. BD/CBP/4/1/2/2018 and dated 25.07.2017

02. As you are well aware, the General Treasury is developing a software system to integrate all financial transactions in order to provide efficient, effective financial solutions and information for spending agencies namely Integrated Treasury Management Information System (ITMIS). This project has also piloted in 2017 with the assistance of the Ministry of Health, Nutrition and Indigenous Medicine and Ministry of Finance.

03. Now the system is ready for the data feeding for the year 2018 onwards. The budget module of the system is now ready for access to all spending agencies. However, the Department of National Budget will run both BFS and ITMIS systems paralelly in this year and it is expected that the BFS will be disconnected in the end of 2018.

04. Therefore, it is mandatory that you directly enter the 2018 budgetary figures in the new system online while sending a hard copy to the Department of National Budget for reference. ITMIS will soon be the only system which will be used by the Ministry of Finance and Mass Media for budget planning, budget execution and reporting. This system will provide new facilities like release of direct payments to banks or institutions or individuals in the future. It will further assist in establishing budget control/ceilings, online request for additional budget, any allocations following unique Chart of Account codes across budget planning, budget execution and reporting etc.

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05. In ITMIS, the budget estimates will be prepared at the spending unit (mid/sub offices) level to facilitate the tracking of budget at middle level offices and also to establish the budget ceilings on the actual transactions incurred. To speed up this exercise, all the Heads of Departments are requested to nominate officials who have already been trained by ITMIS at spending unit level and forward the details with mobile numbers to reach the Department of National Budget by 28.07.017. The required passwords and emails will be shared with these officials for communication among spending agencies, Department of National Budget and ITMIS.

06. For the successful and timely use of ITMIS for budget planning, officers have already been trained on how to use ITMIS budget planning system. Workshops were conducted on 8<sup>th</sup> and 26<sup>th</sup> May 2017. Another workshop will be arrange for those who could not attend the workshop. The nominated users will be trained on the new Chart of Accounts and Budget Planning module of ITMIS during the month of August so that they can enter budget estimate for the year 2018 in ITMIS. Therefore, please nominate users who need to be trained on ITMIS budget planning module by 04.08.2017 and email the details to [info@fmepsl.org](mailto:info@fmepsl.org). The details shall include Department/Ministry Accounting Head no, Department/Ministry name and user information including title (Mr./Mrs./...), first name, last name, name with initials, designation, contact no, ID no, date of birth, email address and preferred language for training.

Your assistance in implementing the new system is greatly appreciated.



K.D.S.Ruwanchandra  
**Director General**

**Copies to:**

- I. Secretary to the President
- II. Secretary to the Prime Minister
- III. Secretary to the Cabinet of Ministers
- IV. Auditor General
- V. Director, Fiscal Management Efficiency Project