To: ALL SENIOR MANAGERS – HEAD OFFICE

DISTRICT MANAGERS

INVITATION TO ATTEND FINANCIAL MANAGEMENT TRAINING FOR

1. The above matter has reference.

2. The Office of the Premier has extended an invitation to all Senior Managers in the Department to attend the afore-mentioned course; schedule of dates and venues is hereby annexed.

3. HRCD Directorate has tried to communicate and/or invite Senior Managers, but the response thus far has been very minimal. It is therefore requested that all Senior Managers do heed to this call and indicate whether they would be available or not for such course. If they will be available, it is requested that they please select a date and venue where they would like to attend.

4. For the HRCD Directorate to be able to send the list and further coordination with the Office of the Premier, it is hereby requested that all interested managers do liaise and confirm their availability with the office of Mr MRC Mswebi, for the attention of Brenda Mbongwa on the following address: Brenda.mbongwa@kznedoc.gov.za on or before 20 March 2015.

5. Your cooperation and swift response in this matter will be highly appreciated

Mr BM Masuku

SGM: Corporate Management

Date: 17/03/2015

...dedicated to service and performance beyond the call of duty
TO ALL HEADS OF DEPARTMENTS
KWAZULU-NATAL PROVINCIAL ADMINISTRATION

ATTENTION : HRD MANAGERS

INVITATION: FINANCIAL MANAGEMENT TRAINING FOR NON FINANCIAL MANAGERS
COURSE 2015/2016

1. The Provincial Public Service Training Academy in partnership with the National Treasury has completed the development of learning material for the Financial Management Training for Non-Financial Managers Course. The Academy has engaged the Services of ESP Consulting to roll out this phase of training

2. Financial Management Training has been identified by all Departments as a need in their Workplace Skills Plans during the past three financial years. The programme targets Senior Managers from levels 13 to 16. The programme will be conducted over five days. Twenty Five Senior Managers will be accommodated per course.

3. The course programme together with a schedule of dates for the training sessions is attached for your attention.

4. It would be appreciated if nominations for the programme could be Co-ordinated and forwarded on the attached Nomination Form for attention Mr S. Mfusi on email sipo.mfusi@kznpremier.gov.za or Mrs S. Reddy on Email sally.reddy@kznpremier.gov.za on or before 27 March 2015.

Mr F.M.A. Safia
General Manager
Provincial Public Service Training Academy
Date: 05/02/2015

Moving Forward with Speed, Ensuring a Better Quality of Life For All.
OFFICE OF THE PREMIER
KZN PROVINCIAL PUBLIC SERVICE TRAINING ACADEMY

FINANCIAL MANAGEMENT FOR NON-FINANCIAL MANAGERS

PROGRAMME

DAY ONE
Registration
Opening and Welcome
Course Administration
Learning outcomes and course overview
Public Finance Management Act
Treasury Regulations
Structures
Summary of Day One

DAY TWO
Recap of Day One
Professional Ethics
Fraud and Corruption
Internal Audit and Audit Committees
Risk Management
External Audit
Summary of Day Two

DAY THREE
Recap of Day Two
Strategic Planning
Budgeting
Summary of Day Three

DAY FOUR
Recap of Day Three
Supply Chain Management
Summary of Day Four

DAY FIVE
Recap of Day Four
Expenditure and Revenue Management
Course Evaluation
Course Closure
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