Somali Regional State

 Bureau of Finance and Economic Development

Financial Calendar

1. Regional Level

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| **#** | **Activity** | **Responsible body** | **Timing** |
|  |  Executive Preparation  |  |  |
| 1 | Reviewing past performances and conducting MEFF | RSBs and BOFED |  November-December |
| 2 | MEFF approval by regional cabinet | Cabinet | December |
| 3 | Issue budget call to Sector Bureaus | BoFED | January 31- February 15 |
|  4 | Notify Initial block grant budget to Woredas and City Administrations | BoFED | March 30-April 15 |
| 5 | Submit Budget Requests to BoFED | RSBs | March 21 – April 15 |
| 6 | Review and recommend RSBs’ budget requests | BoFED | April 16-30 |
|  7 | Submit recommended budget to Budget and Finance committee of the council | BoFED |  May 01-15  |
|  |   Legislative Adoption |  |  |
| 8 | Appropriation of approved budget | Council | July 7 |
|  | Executive Implementation |  |  |
| 9 | Notify approved budget to RSBs  | BoFED | July 7 –July 15 |
| 10 | Notify approved block grant budget to Woredas City Administrations | BoFED | July 7 –July 15 |
| 11 | Allocate proclaimed budget | BoFED & RSBs | 8 Jul – 15 July |
| 12 | Prepare annual implementation action plan and cash flow forcast | BoFED & RSBs | 8 Jul – 15 July |
| 13 | Consolidate budget using IBEX and Submit JBAR to MOFED | BoFED | July 16- August 30 |
| 14 | Budget Adjustments | BoFED & RSBs | Ongoing |

Somali Regional State

Office of Finance and Economic Development

Financial Calendar at Woreda Level

**Woreda/City Administration level**

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| **#** | **Activity** | **Responsible Body** | **Timing** |
|  | Executive Preparation |  |  |
| 1 | Prepare annual physical work plan  | Sector Offices |  September – February |
| 2 | Issue pre-ceiling notification to Sector Offices | OoFED | February 16- February 30 |
| 3 | Submit Budget Requests to OOFED | Sector Offices  | March 21 – March 30 |
| 4 | Review and Recommend Wereda Budget Request | OoFED | April 16-May 15 |
| 5 | Approval of Recommended Budget | Cabinet | July 1-7 |
|  | Legislative Adoption |  |  |
| 6 | Appropriation of Approved budget | Council | July 7 |
|  | Executive Implementation |  |  |
| 7 | Notify approved budget to Sector Offices | OoFED | July 8 – July 15 |
| 8 | Send Budget notification Forms to regional BoFED for processing in IBEX | OoFED | July 8-15 July |
| 9 | Prepare implementation action plan and cash flow forcast | OoFED & SOs | July 15-22 July |
| 10 | Consolidate budget using IBEX and Submit JBAR to BoFED | OoFED | July 23-August 15 |
| 11 | Budget Utilization and Adjustments | OoFED & SO | Ongoing |