

CHART OF
ACCOUNTS (COA)
USER GUIDE

TREASURY

February 2024

Table of Contents

SECTION 1- CHART OF ACCOUNTS (COA)	1
1.1 INTRODUCTION.....	1
1.2 METHODOLOGY	1
1.3 PURPOSE	1
1.4 STRUCTURE OF THE CHART	2
1.4.1 Organisational Classification.....	2
1.4.2 Vote Classification.....	2
1.4.3 Economic Classification	2
1.4.4 Functional Classification	3
1.5 DESCRIPTION OF SEGMENTS	3
1.5.1 Segment 1 - Organisational Classification	3
1.5.2 Segment 2 - Vote/ Sub-Head	5
1.5.3 Segment 3 - Economic Classification	7
1.5.4 Segment 4 - ID Code	8
1.5.5 Segment 5 - Analysis	9
1.5.6 Segment 6- Activity/ Project.....	10
1.5.7 Segment 7- Miscellaneous.....	13
1.5.8 Segment 8- Type	14
1.5.9 Segment 9- Reporting Entity.....	15
SECTION 2- ITEMS CLASSIFICATION.....	15
2.1 OVERVIEW	15
2.2 REVENUE.....	15
2.2.1 Taxes	16
2.2.1.1 Taxes on income, profits and capital gains.....	17
2.2.1.2 Taxes on Payroll and workforce.....	17
2.2.1.3 Taxes on Property	17
2.2.1.4 Taxes on Goods and Services.....	17
2.2.1.5 Taxes on International Trade & Transactions.....	18
2.2.1.6 Other Taxes.....	18
2.2.2 Social Contributions.....	18
2.2.3 Grants	19
2.2.4 Other Revenue.....	19

2.2.4.1 Property Income	19
2.2.4.2 Sales of Goods and Services	19
2.2.4.3 Transfers	20
2.2.4.4 Miscellaneous and unidentified revenue	20
2.3 EXPENSES	20
2.3.1 Economic Classification of Expense	20
2.3.1.1 Allowance to Minister/National Assembly Allowances.....	21
2.3.1.2 Compensation of Employees	22
2.3.1.3 Use of Goods and Services.....	22
2.3.1.4 Interest.....	23
2.3.1.5 Subsidies	24
2.3.1.6 Grants	25
2.3.1.7 Social Benefits.....	26
2.3.1.8 Other Expense- Miscellaneous Other Expense.....	27
2.4 CLASSIFICATION OF THE FUNCTIONS OF THE GOVERNMENT	28
2.4.1 General Public Services (701)	29
2.4.1.1 Executive and legislative organs, financial and fiscal affairs, external affairs (70111).....	29
2.4.1.2 General Services (7013)	30
2.4.1.3 General Public Services (Not Elsewhere Classified) (70160)	31
2.4.2 Public Order and Safety (703).....	31
2.4.2.1 Police Service (70310).....	31
2.4.2.2 Mauritius Fire and Rescue Service (70320)	31
2.4.2.3 Law Courts (70330).....	31
2.4.2.4 Prison Service (70340)	32
2.4.2.5 Public Order and Safety (Not Elsewhere Classified) (70360).....	32
2.4.3 Economic Affairs (704).....	32
2.4.3.1 General Economic, Commercial and Labour Affairs (70411& 70412)	32
2.4.3.2 Agriculture, Forestry, Fishing and Hunting (70421, 70422& 70423).....	32
2.4.3.3 Fuel and Energy (70435)	32
2.4.3.4 Manufacturing and Construction (70442 & 70443)	33
2.4.3.5 Transport (70451, 70452 & 70454)	33
2.4.3.6 Communication (70460)	33
2.4.3.7 Other Industries (70473)	33

2.4.3.8 Research and Development.....	33
2.4.3.9 Multipurpose Development Projects (70474)	34
2.4.3.10 Economic Affairs (Not Elsewhere Classified) (70490).....	34
2.4.4 Environmental Protection (705)	34
2.4.4.1 Waste Management (70510).....	34
2.4.4.2 Waste Water Management (70520).....	34
2.4.4.3 Protection of Biodiversity and Landscape (70540).....	34
2.4.4.4 Environmental Protection (Not Elsewhere Classified) (70560)	35
2.4.5 Housing and Community Amenities (706).....	35
2.4.5.1 Housing Development (70610).....	35
2.4.5.2 Community Development (70620)	35
2.4.5.3 Water Supply (70630).....	35
2.4.5.4 Housing and Community Amenities (Not Elsewhere Classified) (70660).....	35
2.4.6 Health (707)	36
2.4.7 Recreation, Culture and Religion (708).....	36
2.4.7.1 Recreational and Sporting Services (70810).....	36
2.4.7.2 Cultural Services (70820).....	36
2.4.7.3 Broadcasting and Publishing Services (70830)	36
2.4.7.4 Recreational, Culture and Religion (Not Elsewhere Classified) (70860).....	36
2.4.8 Education (709).....	37
2.4.9 Social Protection (710).....	37
2.5 ASSETS AND LIABILITIES.....	37
2.5.1 Non- Financial Assets (31 / 61)	37
2.5.1.1 Dwellings (31111 / 61111).....	38
2.5.1.2 Non- Residential Buildings (31112 / 61112)	38
2.5.1.3 Other Structures	38
2.5.1.4 Machinery and Equipment (3112 / 6112)	38
2.5.1.5 Other Fixed Assets (3113 / 6113)	39
2.5.1.6 Non- Produced Assets (31410 / 61410).....	40
2.5.2 Financial Assets (32 / 62)	40
2.5.3 Financial Liabilities (33 / 63)	40
SECTION 3- DATA CAPTURE ILLUSTRATIONS.....	41
3.1 INTRODUCTION.....	41

3.2 ILLUSTRATION	41
3.2.1 Illustration 1- Input of Budget at Start of Financial Year	41
3.2.2 Illustration 2- Reallocation Warrant within same Sub- Head	42
3.2.3 Illustration 3- Amount earmarked for specific project	42
3.2.4 Illustration 4- Issue of Departmental Warrant	43
3.2.5 Illustration 5- Payments.....	44
3.2.6 Illustration 6- Use of Miscellaneous segment	45
3.2.7 Illustration 7- Revenue collection.....	47
3.2.8 Illustration 8- Below the line Accounts.....	48
3.2.9 Illustration 9 (Activity)	48
3.2.10 Illustration10 (Issue of Imprest)	49
SECTION 4- CHART OF ACCOUNTS PROCEDURES.....	50
4.1 OVERVIEW	50
4.1.1 Purpose	50
4.1.2 Coverage	50
4.2 PROCEDURES AND GUIDELINES.....	50
4.2.1 General Information	50
4.2.2 Chart of Accounts Maintenance	51
4.2.3 Responsibilities	52
4.2.3.1 Users	52
4.2.3.2 Treasury Accounting System (TAS) Unit	53
4.2.3.3 DBA Section	54
GLOSSARY	56

SECTION 1- CHART OF ACCOUNTS (COA)

1.1 INTRODUCTION

Accounting and other IT System provide for the processing, recording and reporting of transactions. The COA defines the coding structure/architecture for the purpose of recording transactions and maintaining financial account balances.

With the change of the Budget format to Performance Based Budgeting, the COA has been modified such that the second segment Programme/Sub-Programme has been changed to Vote/Sub-Head.

1.2 METHODOLOGY

A COA working group (COAWG) comprising Officers of the Treasury, Budget office, Finance and Internal Control Cadres, Statistics Mauritius and National Audit Office was set up by MOFEPD to review the COA with a view to ensuring compatibility with the requirements of the then Programme-Based Budgeting (PBB) system.

Contributions were also obtained from IMF-FAD and UNDP international consultants during the design stage of the COA structure.

The aim of the COAWG was to develop a COA that is not only Government Finance Statistics (GFS) compliant but also adheres to international best practices. Consideration has also been given to long-term efficiency at the expense of short-term comfort. In this respect, for instance, the values of some of the segments have been modified from an alpha mode to a numeric mode.

The Working Group is expected to be a standing committee to ensure that the new COA used as of 1st July 2008, is in line with best international practices and complies with international reporting standards. The working group is also responsible for the coding of new items.

1.3 PURPOSE

The purpose of the COA is to provide meaningful management information to enable users to analyse financial data both for internal and external reporting purposes. All reports require different presentation of information and the COA is used to collect the necessary data for manipulation.

The COAWG has adopted the approach of simplicity for the COA. The number of values in each segment will be kept to a minimum to enable ease of use, consistency and comparability.

1.4 STRUCTURE OF THE CHART

A basic understanding of the COA as well as reporting segments and “roll-ups” is required to be able to use reporting tools effectively. The chart is made up of the following 9 segments with each segment containing the number of digits or characters as indicated below.

Component	Organisational classification	Vote Classification	Economic Classification	Spending Authority	MIS	MIS	MIS	MIS	MIS
Element	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Reporting Entity
Segment number	1	2	3	4	5	6	7	8	9
Number of characters	7	6	8	3	8	7	6	2	1
Alpha/ Numeric	XXX0000	000000	00000000	XX0	XXXX0000	XX00000	XXXX00	X0	0

X- Alpha 0- Numeric X0- Alphanumeric

1.4.1 Organisational Classification

Organisational classification provides the basis for establishing the responsibilities for the day-to-day administration of government business. The structure of the organizational hierarchy is reflected in the series of codes for Ministries and Departments reporting under these Ministries.

1.4.2 Vote Classification

The segment provides the basis for recording transactions accounted with specific Vote and Sub-Head.

1.4.3 Economic Classification

Economic classification provides the basis for recording specific activity by the kind of transactions by which the Government performs its functions and the impact outside the Government in the market for goods and services, and in the distribution of income. The item classification is consistent with

definitions in the analytical framework of the Government Finance Statistics Manual 2001 and 2014 (GFSM).

1.4.4 Functional Classification

The COA also provides for the functional classification of expense based on the United Nations Classification of the Functions of Government (COFOG). COFOG is a detailed classification of the functions, or socio-economic objectives, that Ministries/ Departments aim to achieve through various kinds of outlays.

A functional classification organises government activities according to their purpose (agriculture, defense, education, intergovernmental transfers, etc) and is independent of the government's organisational structure. This classification provides for the analysis of the allocation of resources among sectors and is important for monitoring macro budget policy objectives.

The system provides for the allocation of activities of government as per the COFOG standard. For this purpose, the oracle tool called the Financial Statement Generator (FSG) is used. Vote/Sub-Head is mapped to their appropriate function code. Accordingly, users would not need to allocate, at input stage, each and every transaction to respective functional codes.

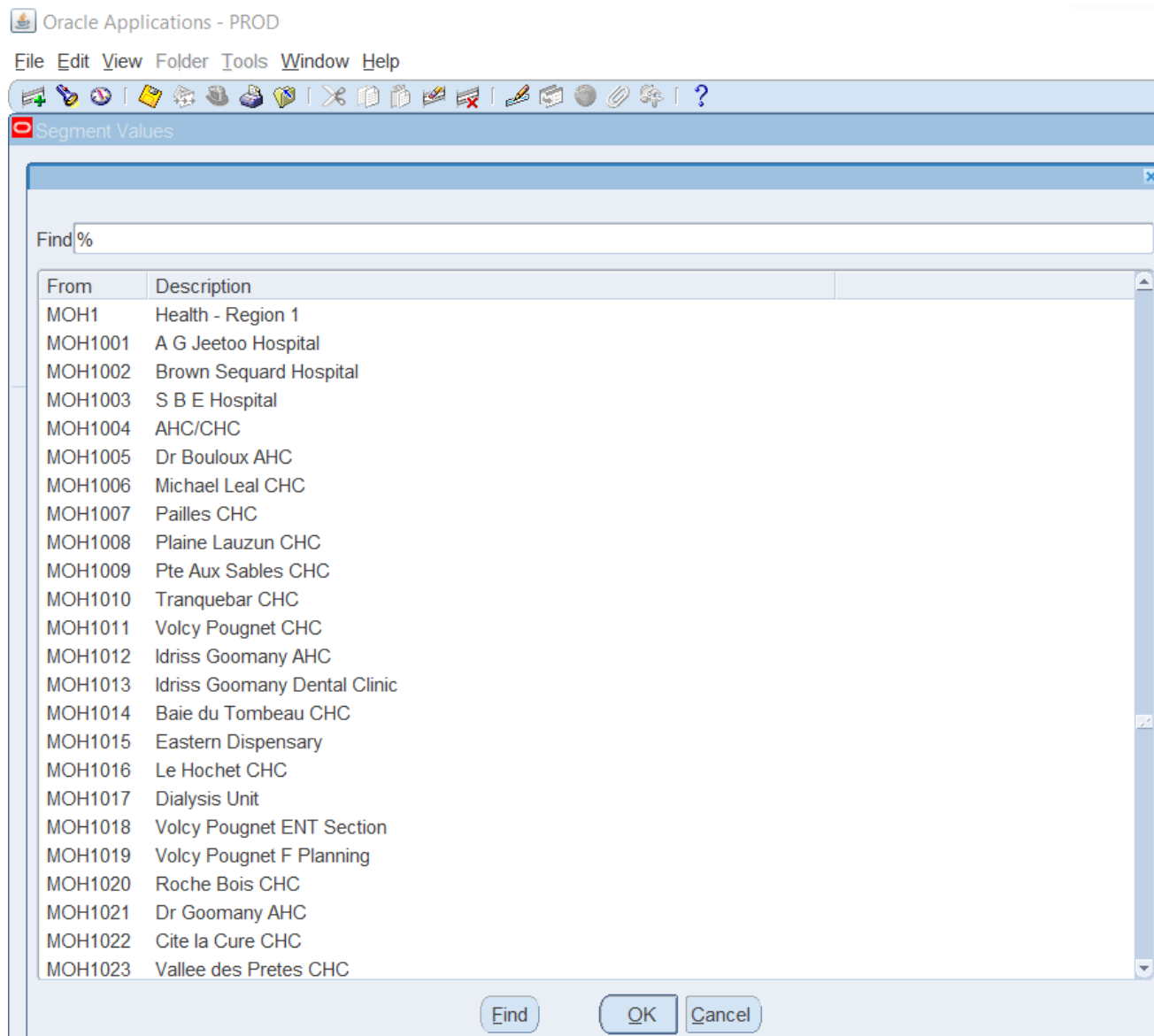
1.5 DESCRIPTION OF SEGMENTS

1.5.1 Segment 1 - Organisational Classification

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
	MOH1005								

This segment identifies the Ministry in the first 3 characters e.g MOH and provides for cost centres in the next 4 characters.

E.g MOH 1005 identifies Region 1 and Area Health Centre No.5 of Ministry of Health and Wellness (Dr Bouloux AHC, please see next page)



It is important for the COA to recognize only one code as representing a specific Ministry/ Department to enable in year comparisons, thus the use of alpha codes is more appropriate.

Four numeric characters are being provided to designate a cost centre. All Cost Centre Codes are thus designed to fit into the length of the segment provided.

A list of values for Segment 1 is at *Annex I*.

1.5.2 Segment 2 - Vote/ Sub-Head

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
		180102							

This segment identifies Vote/ Sub-Head (The First two digits is the parent Ministry and the last four digits is the department or unit of the Ministry).

The Vote/ Sub-Head is a standard unique code across Government allocated to each spending agency. For example, the Ministry of Health and Wellness will have Vote/ Sub-Head values from 180101 to 180105 as given below:

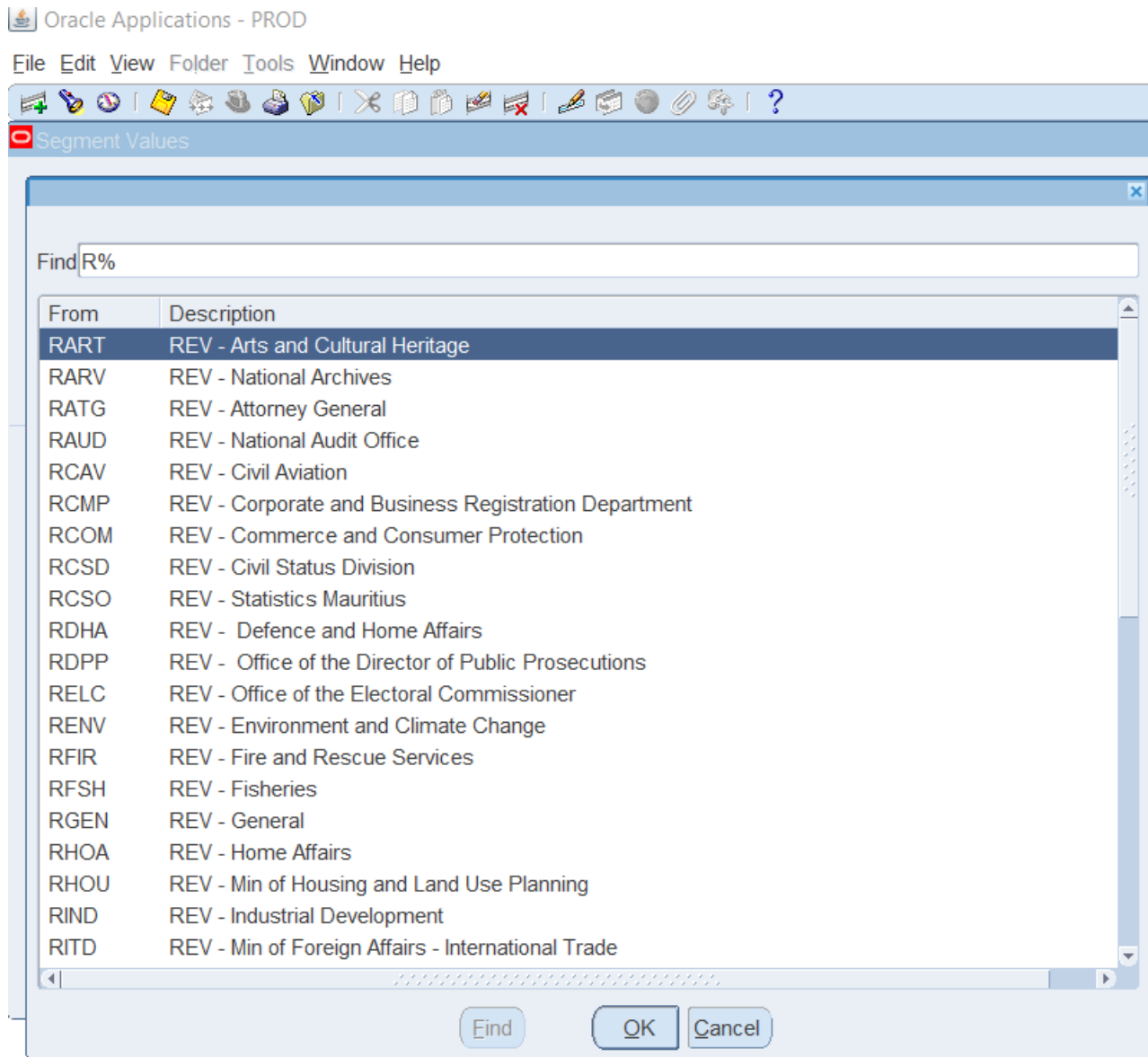
The screenshot shows the Oracle Applications interface for configuring Segment Values. The window title is 'Segment Values'. The configuration is set for 'Accounting Flexfield' with the structure 'TAS ACCOUNTING FILE'. The independent segment is 'Vote/Sub Head'. Below this, there are two tabs: 'Values, Effective' and 'Values, Hierarchy, Qualifiers'. The 'Values, Effective' tab is active, showing a table of values for the 'Vote/Sub Head' segment.

Value	Translated Value	Description	Enabled	From	To	[]
180101	180101	Sub-Head 18-101: General - M	<input checked="" type="checkbox"/>			
180102	180102	Sub-Head 18-102: Hospital an	<input checked="" type="checkbox"/>			
180103	180103	Sub-Head 18-103: Primary He	<input checked="" type="checkbox"/>			
180104	180104	SubHead 18-104: Treatment a	<input checked="" type="checkbox"/>			
180105	180105	Sub-Head 18-105: Prevention	<input checked="" type="checkbox"/>			
			<input type="checkbox"/>			
			<input type="checkbox"/>			

At the bottom of the window, there are three buttons: 'Define Child Ranges', 'Move Child Ranges', and 'View Hierarchies'.

E.g The code 180102 means -18 Ministry of Health and Wellness and 0102 Hospital and Specialised Services.

However, Virtual values for segment 2 - Vote/Sub-Head codes have been allocated to revenue and below-the-line items to facilitate user's task in extracting financial reports in respect of a category of items (see screen shot below).



A list of values for segment 2 for both expenditure and revenue items are at **Annex II**.

1.5.3 Segment 3 - Economic Classification

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
			21110004						

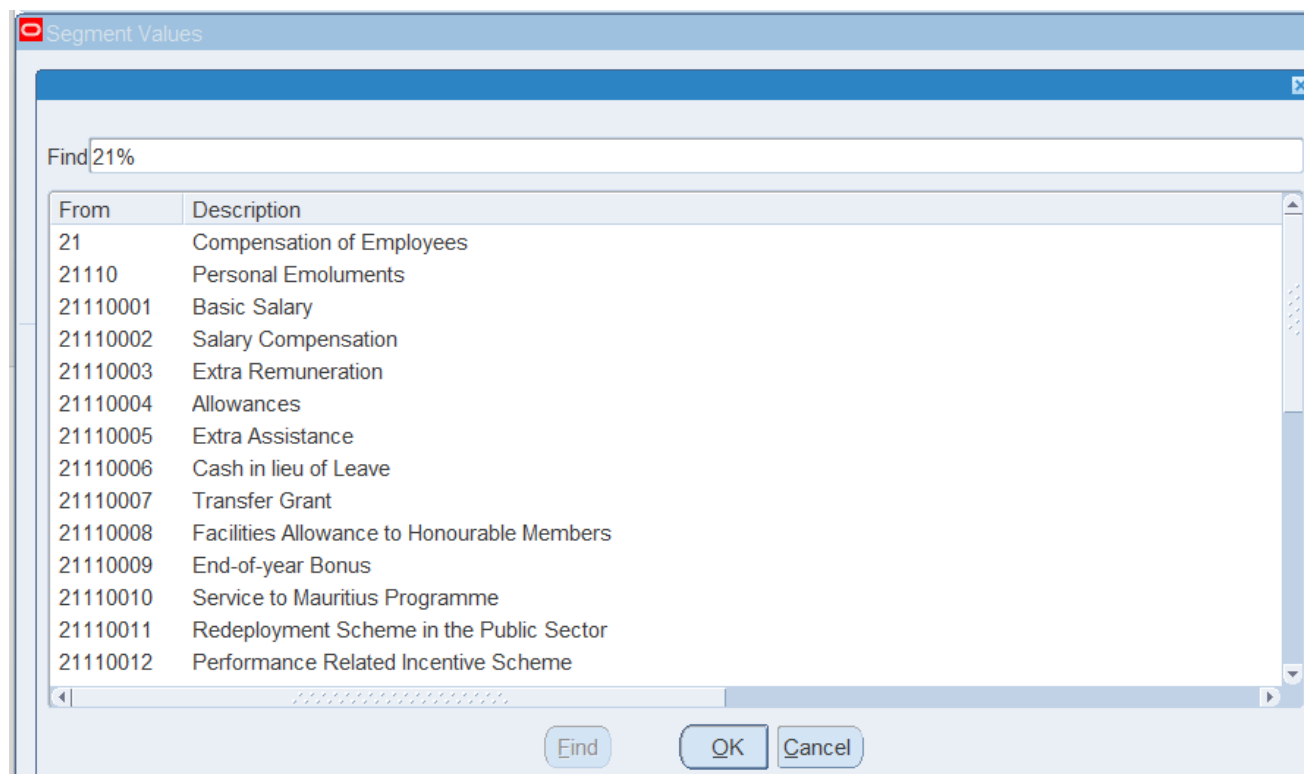
The Economic classification provides the basis for recording specific activity by kind of transaction by which the Government performs its functions. This segment identifies the specific items of revenue, expenditure, assets, liabilities and equity, which are aligned to the requirements of the Government Finance Statistics Manual 2001 and 2014 (GFSM).

E.g:

11110001 refers to Income Tax- Individuals

21110001 refers to Basic salary

31121801 refers to Acquisition of Vehicles



This segment consists of 8 characters providing the following:

First 5 characters: Economic classification of Expense e.g 21110 represents Personal Emoluments

Next 3 characters: Element of expense e.g 004 represents Allowances.

N.B The same coding structure is applicable to revenue and below-the-line items.

A list of items relating to revenue, expenses, assets, liabilities, funds and other below the line items, is at **Annex III**. The lists annexed herein include items existing as of the date of publication and will be updated as and when required.

1.5.4 Segment 4 - ID Code

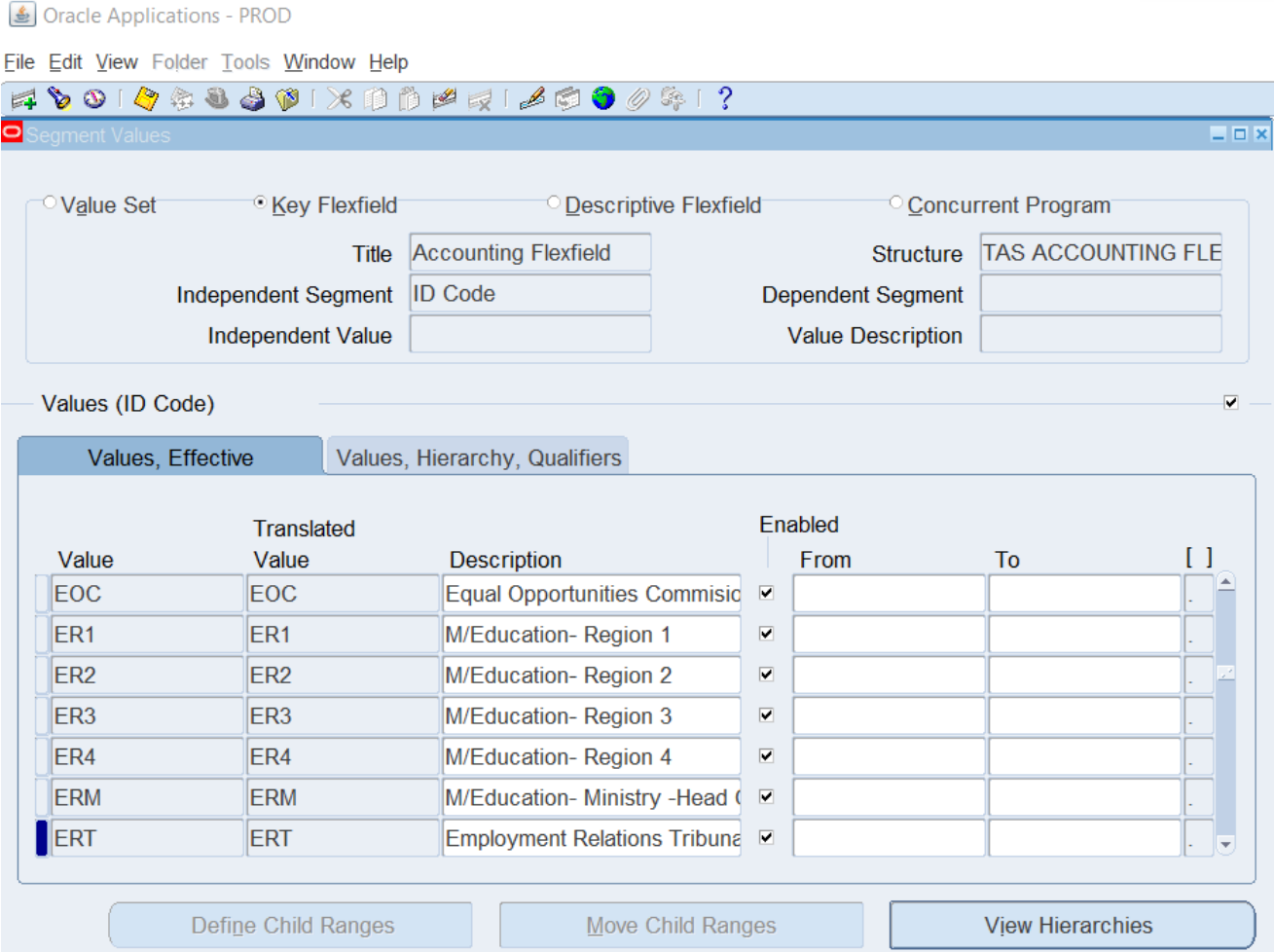
Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
				HRM					

The ID Code is included in the COA for the identification of the authority granted by one Department (issuing Department) to another Department (recipient) to incur expenditure on the issuing Department's behalf by way of a Departmental Warrant.

In general, the same codes designating an organization (e.g. HRM) will be used to designate the recipients.

The ID Code is also used in cases where the budget for one Vote/Sub-Head is under the control of more than one Accounting Officer. In such cases, a different ID code is allocated to each Accounting Officer. Each Accounting Officer (designated by the Minister under the Finance & Audit Act) is allocated ID code as indicated at **Annex IV**.

In some cases, the budget in respect of a Vote/Sub-Head is, for administrative convenience, broken down into separate budgets. For example, in the case of MOE, the budgets have been split zone wise into sub-budgets although there is only one Accounting officer for all the vote. To facilitate budgetary control at the level of such Ministries/ Departments a separate ID code is allocated in respect of each zone, Region and Embassy.



The relevant list of ID Codes is at *Annex IV*.

1.5.5 Segment 5 - Analysis

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
					TELMOB				

This segment provides for an independent detailed analysis code that is associated to one or more item codes under economic classification and provides for further detail on items of revenue and expense, should such detail be required.

E.g: Allowances with item classification 21110004 can be further analysed into ad hoc, acting etc, thus each analysed item will bear an alpha, numeric or alpha numeric code.

Normally, the analysis segment consists of a maximum of 8 characters. In the above table, the

First 3 Characters: Denotes the economic classification of the item e.g TEL for telephone

Last 3 Characters: Denotes the analysis of the item classification e.g MOB for cellular and FIX for Fixed line.

NB: A numeric coding structure is used as analysis for revenue and below the line items. As regards allowances under the 'Compensation of Employees' class, an alpha numeric coding structure is used in conformity with CISD codes for payroll purposes.

The following analysis code designates the full code in respect of the charges for cellular phone:

TELMOB

Note: Where no analysis is required in respect of a budgeted expense item, revenue item or below the line item, default values should be used in lieu of analysis codes. The default values are as follows-

(i) expense item: 0

(ii) revenue item: 0001

(iii) below the line item: 0001

A list of analysis is at *Annex V*.

1.5.6 Segment 6- Activity/ Project

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
						X0801			

This segment is for the identification of all activities and projects managed and implemented by spending agencies. An activity is action taken or work performed through which inputs such as funds, technical assistance and other types of resources are mobilized to produce specific outputs which are

of a recurring nature (eg. Seminar). Project is defined as a collection of tasks aiming to achieve a certain goal and are of capital nature (eg. Construction of schools).

Some Ministries/ Departments have in their budget, items which encompassed more than one economic item of expense. Examples are:

(i) Item “Commonwealth Games” under the vote of the Ministry of Youth Empowerment, Sports and Recreation.

(ii) Item “National Assembly Election” under the vote of the Office of the Electoral Commissioner.

Such items do not appear in the new GFS compliant economic classification of items. Rather, the relevant items of expense under these “activities” would need to be captured. The relevant Ministries/ Departments should maintain records of expenses incurred under such “activities”. For instance, the activity ‘National Assembly Election’ would be assigned the code *X0801*.

Ranges starting with letter ‘X’ have been used and each Ministry/ Department has been allocated ranges of 100 activity codes. For example: Office of the Electoral Commissioner has been allocated the range ‘X0801- X0900’.

For capital projects the Public Sector Investment Programme (PSIP) codes should be used (refer to *Annex VI*). Below is a screen shot of how it appears in TAS.

Oracle Applications - PROD

File Edit View Folder Tools Window Help

Value Set Key Flexfield Descriptive Flexfield Concurrent Program

Title Accounting Flexfield Structure TAS ACCOUNTING FLE

Independent Segment Activity/Project Dependent Segment

Independent Value Value Description

Values (Activity/Project)

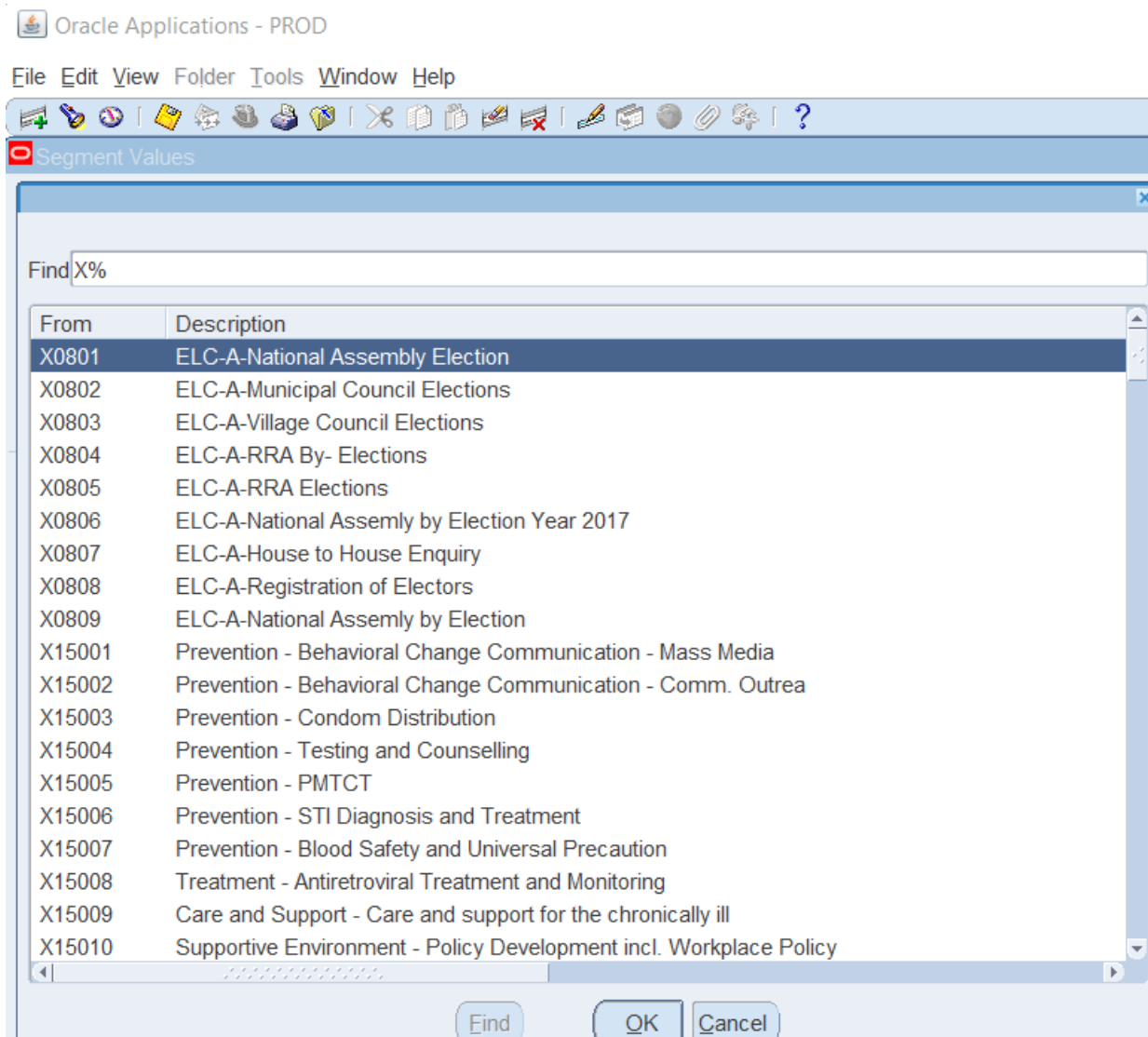
Values, Effective Values, Hierarchy, Qualifiers

Value	Translated Value	Description	Enabled			
			From	To	[]	
A0002	A0002	PR1 Upgrading of Administrat	<input type="checkbox"/>			
A000299	A000299	Others - PR1 Upgrading of Ad	<input checked="" type="checkbox"/>			
A0003	A0003	PR1 Cultural Corner	<input type="checkbox"/>			
A000399	A000399	Others - PR1 Cultural Corner	<input checked="" type="checkbox"/>			
A0004	A0004	PR1 Construction of Office Bt	<input type="checkbox"/>			
A000499	A000499	Others - PR1 Construction of	<input checked="" type="checkbox"/>			
A0005	A0005	PR1 Other Upgrading works	<input type="checkbox"/>			

Define Child Ranges Move Child Ranges View Hierarchies

This segment is used to capture financial data on activities which cut across Ministries/ Departments. For instance, various Ministries/ Departments may incur expenditure on activities geared towards poverty alleviation. Although each Ministry/ Department will use a separate code in respect of its own activity or activities, the system (through the FSG facility) will enable the capture of total expenditure on poverty alleviation.

Below is a screen shot of how activity codes are registered in TAS.



A list of activity and project code is at *Annex VI*.

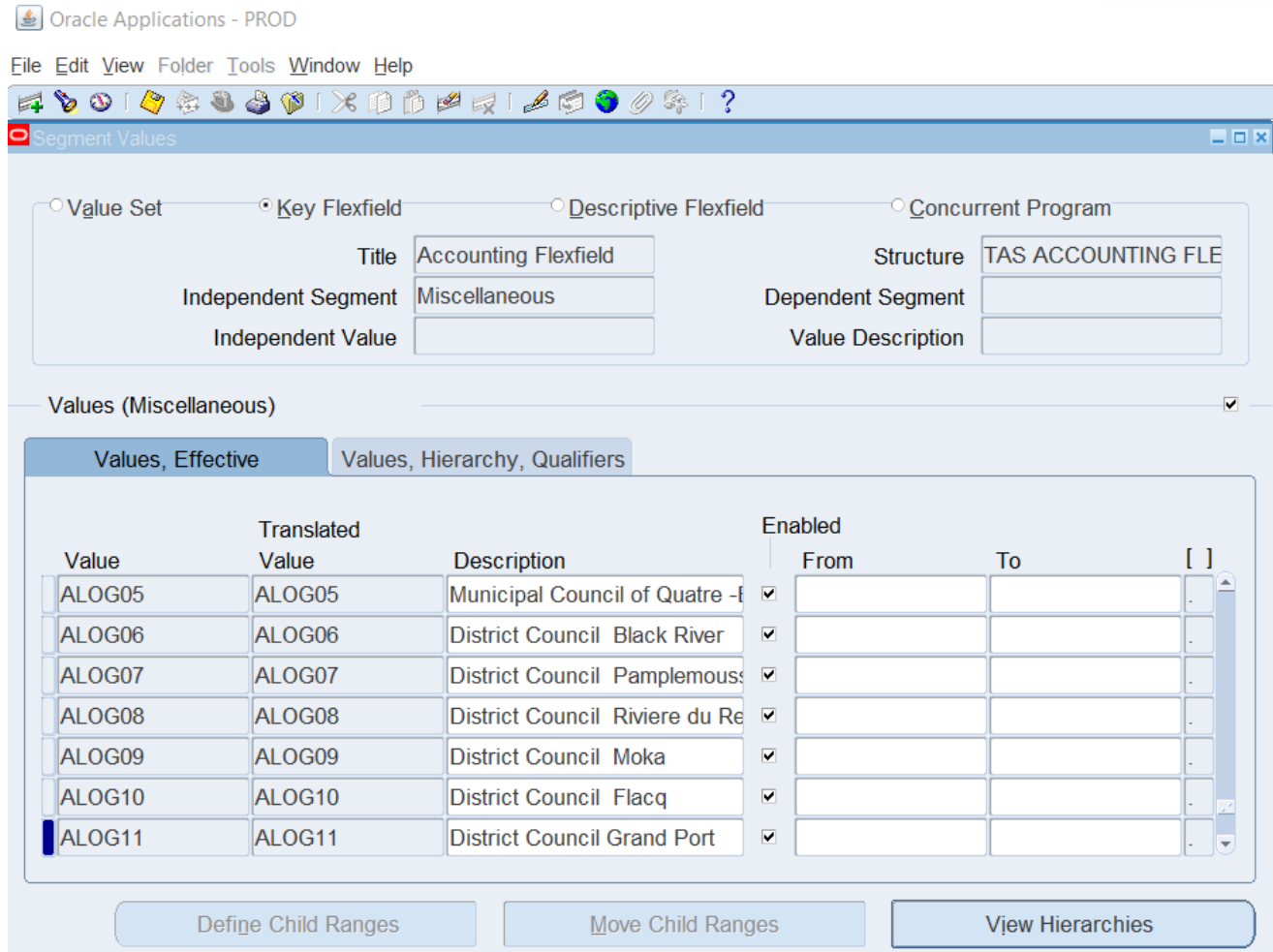
1.5.7 Segment 7- Miscellaneous

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
							AART01		

This segment enables the capture of information such as names, gender and classes of beneficiaries, and also provides for the recording of geographic data. “ACCR” is used in this segment to identify expenses which have been accrued and “PREP” used to identify prepaid expenses during the year.

The segment has an alphanumeric coding structure which consists of **6 characters**. Miscellaneous codes are allotted to Ministries/ Departments on request. AART01 represents miscellaneous code allocated to an officer for an Advance Account in the Ministry of Arts and Cultural Heritage.

Below is a screen shot of how it appears in TAS.



1.5.8 Segment 8- Type

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
								C	

This segment captures the information in respect of the transaction currency whether domestic or foreign and has an alphanumeric coding structure. It is also used to distinguish between Recurrent and Capital expenditure. All Capital expenditure is denoted by the letter C in this segment and CO for Carry-over.

1.5.9 Segment 9- Reporting Entity

Segment	Ministry/ Department/ Cost Centre	Vote /Sub- Head	Economic classification	ID code	Analysis	Activity/ Project	Misc	Type	Reporting entity
									0

This segment enables the capture of data on the reporting entity and has a default value '0'.

SECTION 2- ITEMS CLASSIFICATION

2.1 OVERVIEW

The voluminous mass of transactions in Government necessitates the classification of items of revenue and expense in a systematic and logical manner that helps to record the financial transactions and also facilitates the retrieval of information and generation of reports.

The Government Finance Statistics (GFS) Manual 2001 of the International Monetary Fund (IMF) provides guidelines for the classification of Government's financial transactions. With a view to promoting consistency and comparability, the IMF has requested all its member countries to prepare and present financial statements as per GFS Manual 2001.

2.2 REVENUE

The main sources of revenue of the Government are: income from different types of taxes imposed, Grants, interest on loans granted to Statutory/ Private Bodies and Private Individuals, property income, and sales of goods and services.

As per the GFSM 2001, revenues are classified according to different characteristics depending on the type of revenue. Revenue from taxes is classified according to the base on which the tax is levied. Grants are classified by the source from which they are derived and property income is classified by

the type of income. The revenues of the Government of Mauritius have been classified as illustrated in Table 1 below:

Table 1

<u>CODE</u>	<u>REVENUE</u>	<u>CODE</u>	<u>REVENUE</u>
11	Taxes:	13	Grants:
111	Taxes on Income, profits and capital gains	131	From foreign Governments
112	Taxes on payroll and workforce	132	From international organizations
113	Taxes on property	133	From other general Government units
114	Taxes on goods and services		
115	Taxes on international trade and transactions		
116	Other taxes		
12	Social Contributions:	14	Other Revenue:
121	Social security contribution	141	Property income
122	Other social contribution	142	Sales of goods and services
		143	Fines, penalties and forfeits
		144	Transfers other than grants
		145	Miscellaneous and unidentified revenue

In the above table only the main sources and types of revenue have been shown. However, a more detailed list of classified revenues is provided at *Annex III*.

The format for the classification of revenues as required by the IMF has been adapted as far as possible in the table above to reflect the main sources of revenues generated by the Government of Mauritius. A complete format of revenue classification of the GFSM is provided at *Appendix A*.

2.2.1 Taxes

Tax is the major source of revenue of the Government of Mauritius. Taxes are imposed on incomes, profits, capital gains, property, goods and services, international trade, etc. revenues collected from these taxes have been grouped as follows:

2.2.1.1 Taxes on income, profits and capital gains

Taxes on income, profits and capital gains are attributed to individuals, corporations and other enterprises and are imposed on:

- Wages, salaries fees, commission, fringe benefits and other compensations paid to workers, employees, managers, public officers, directors, board members, members of parliament, ministers, etc;
- Interest, rent and royalty incomes received by both individuals and corporations;
- Capital gains realized on the sales of land, buildings and other properties; and
- Profits of companies and body corporate.

2.2.1.2 Taxes on Payroll and workforce

Under this category, taxes are collected from employers or self- employed either as a proportion of payroll size or as a fixed amount per person and that is not earmarked for social security schemes.

2.2.1.3 Taxes on Property

It applies on the use, ownership or transfer of wealth and is collected at regular intervals, one time only, or on a change in ownership.

It includes taxes imposed on

- Immovable property such as Land Transfer Tax, Registration Duty on transfers, Land Conversion Tax, Morcellement Fee and Campement Tax.
- Financial and Capital Transactions which comprise of Registration Duty on Loans; Fixed and Floating Charges; Transfer of shares; Mortgages: Inscriptions and Transcriptions; and Stamp Duties.
- Other recurrent tax on Property such as Registration Duty on transfer of Motor Vehicles, other movable property and lease of movable property.

2.2.1.4 Taxes on Goods and Services

This category includes all taxes levied on the production, extraction, sale transfer, leasing, or delivery of goods and rendering of services. It also includes taxes on the use of goods and on permission to use goods or perform activities.

It comprises:

- General Taxes on goods and services such as Value Added Tax (VAT) and Turnover and other General Taxes.
- Excise Duties on spirits, liquors and alcoholic beverages, tobacco products, motor vehicles and motor cycles, and petroleum and plastic products.
- Taxes on specific services such as lotteries, betting, gaming and passenger fee.
- Taxes on Permission to use goods or perform activities, e.g Road Motor Vehicle Licenses, Company Licenses, Incorporation and Lodging Fees, Search duty, Tourist Enterprise Licenses, Gaming Licenses, Liquor Licenses.

2.2.1.5 Taxes on International Trade & Transactions

Under this heading, customs and other import duties collected from goods imported to Mauritius are recorded.

2.2.1.6 Other Taxes

All taxes collected that do not fit under the above categories are recorded under this heading. It includes revenue items like, Corporate Social Responsibility, Environment Protection Fee, Special Levy on Banks and Mauritius Revenue Authority.

2.2.2 Social Contributions

Social contributions are receipts either from employers on behalf of their employees or from employees, self-employed, or non self-employed persons on their own behalf that secure entitlement to social benefits for the contributors, their dependents, or their survivors. These contributions may be voluntary or compulsory.

It also includes contributions to Civil Service Family Protection Scheme, Retiring Allowance Scheme for Members of the National Assembly and Employee Contribution under New Pension Scheme and CSG Contribution (Social Contribution).

2.2.3 Grants

Under this classification, grants of both capital and current nature received from foreign Governments, International Organisations and Other General Government Units are recorded.

2.2.4 Other Revenue

Other revenue includes the following:

2.2.4.1 Property Income

It includes interest received from loans issued to Statutory/ Private Bodies and Private Individuals, dividends from Statutory/Private Bodies and Campement Site Lease and Other Land Leases. It also includes Withdrawals from Income of Quasi Corporations from Information & Communication Technology Authority, Financial Services Commission, Mauritius Ports Authority and Central Electricity Board.

2.2.4.2 Sales of Goods and Services

It comprises of:

- Sales by market establishments

Market establishments are Units/ Divisions of Public Corporations situated at single location that sell or dispose their produce/ output from their principal activity at economically significant prices.

All sales by units/ Divisions are included under this category.

- Administrative fees

This item includes fees collected for administrative services. Examples are court fees, fees for issue of National Identity Cards, duty on scales, fees for import permits, parking fees, issue of passports, fees for Police services, fees for veterinary services, fees for import permits, vaccination fees, route air navigation charge and fees for celebration of civil marriage.

- Incidental sales by non-market establishments.

Fines and penalties are compulsory payments imposed by courts of law or quasi- judicial bodies for violations of laws or administrative proceeding which have been transferred to the latter as part of the resolution of that proceeding.

The above are recorded when the general Government Units such as Judicial, Customs, National Transport Authority and the Treasury have a legal claim when a court renders judgment or an administrative ruling is published, or when a late payment or other infringement automatically causes a fine or penalty.

2.2.4.3 Transfers

Under this item transfers in the form of gifts and donations from individuals, private non-profit institutions, non-government foundations, corporations, and any other source other than Governments and international organizations are recorded.

Transfers can be classified as current or capital. Examples of current transfers are provision of food, clothing, bread, blankets and other goods to hospitals and schools. On the other hand, Capital voluntary transfers include transfers for the construction of hospitals, schools and other Government buildings; and gifts of land, buildings, or intangible assets such patents and copyrights.

If however, there is difficulty in the classification of a transfer between current and capital, it is classified as current.

2.2.4.4 Miscellaneous and unidentified revenue

All revenues that do not fit in any other categories are recorded under this item.

2.3 EXPENSES

Expenses can be classified by Economic Classification and Functions of the Government.

2.3.1 Economic Classification of Expense

It identifies the types of expenses incurred for the Government activities. For example, compensation of employees, use of goods and services and social benefits.

An adapted and simplified version of economic classification of expense of the Government of Mauritius is provided in Table 2 below. For a detailed economic classification of the expenses as required by GFS manual, please refer to *Appendix B*.

Table 2

CODE	EXPENSE	CODE	EXPENSE
21	Compensation of Employees	26	Grants
211	Wages & Salaries	261	To foreign Governments
2111	Wages & Salaries in cash	26110	Current
212	Social contributions	262	To international organizations
2121	Actual social contributions	26210	Current
		26220	Capital
		263	To other general Government units
		26310	Current
		26320	Capital
22	Use of Goods & Services		
24	Interest	27	Social Benefits
241	To non-residents	271	Social Security Benefits
242	To residents other than general Government	27110	Social Security Benefits in cash
243	To other general Government Units	272	Social Assistance Benefits
		27210	Social Assistance Benefits in cash
		27220	Social Assistance Benefits in kind
		273	Employer Social Benefits
		27310	Employer Social Benefits in cash
25	Subsidies	28	Other Expense
251	To public Corporations	282	Miscellaneous
25110	To non-financial Public Corporations	28210	Current
25120	To financial Public Corporation	28220	Capital
252	To private enterprises		
25210	To non-financial Private Enterprise		

2.3.1.1 Allowance to Minister/National Assembly Allowances

Allowance to Minister comprises of remuneration payable to all ministers and members of the National Assembly.

2.3.1.2 Compensation of Employees

It is the total remuneration payable to Government employees in return for work performed. It comprises of wages and salaries in cash and social contributions.

Wages and salaries include basic salary, salary compensation, extra remuneration, allowances, extra assistance, and cash in lieu of sick leave, transfer grant, facilities allowance to honorable members, end of year bonus, travelling & transport, overtime, passage benefits and allowance in lieu of passages.

On the other hand, social contributions include all contributions made by Government with respect to the 'National Savings Fund'.

2.3.1.3 Use of Goods and Services

'Use of goods and services' include all items of expenses incurred by the Government in providing goods and services to the public and community at large.

It comprises of:

- 'Cost of Utilities' such as electricity and gas charges, telephone charges, water charges and waste water charges.
- 'Fuel and Oil' costs for Government vehicles (e.g cars, motorcycles, helicopters, ships and aircrafts) and plant and equipment.
- 'Rent' paid for buildings, parking slots, vehicles, equipment and facilities for events;
- 'Office Equipment and Furniture' (e.g chair, table);
- 'Office Expenses' (e.g postage, cleaning materials, office sundries);
- 'Maintenance' costs for building & other structures, plant & equipment, vehicles & motorcycles, IT equipment, furniture, helicopters, ships, aircrafts and grounds;
- Cost of 'Cleaning Services' for public beaches, office premises, laundry and refuse collection;
- 'Uniforms' (e.g protective clothing and general clothing);
- Cost of 'Security services';
- 'Publications and stationery' such as paper & materials, news service, printing & stationery, books & periodicals, public notices, publications and publicity;

- ‘Overseas travel’ which includes subsistence allowance, cost of air tickets, hotel accommodation, travelling and other expenses of Ministers, Members of National Assembly, Officers, Consultants and other delegates;
- ‘Fees’ for Medical Boards and domiciliary visits, fees to Chairman and Members of Boards & Committees, fees in connection with Commission of Enquiry and Committee, fees for witnesses assessors and fees to Consultants;
- Costs related ‘Studies and Surveys’ e.g costs of studies and preliminary project preparation, costs of surveys such as Continuous Multipurpose Household Survey, Household Budget Survey, Census, Tourism;
- Costs of ‘Medical Supplies, Drugs and Equipment’ payable by Ministry of Health and Wellness, health centres and dispensaries such as apparatuses and laboratory supplies; CT scan and MRI fees and materials; dental materials and equipment; orthopedic materials and equipment; Ayurvedic and other traditional medicines; medical drugs and vaccines;
- ‘Other Goods & Services’ such as clothing and bedding costs; boarding and lodging costs; cost of air tickets; catering; provision of meals and stores; school requisites; sport equipment; medals, prizes and rewards; insurance; entertainment; costs of Personal Secretariat of retired President/ Vice President/ Governor General; management service charges; and ‘*Miscellaneous Expense*’ includes any other one-off expenses which have not been classified under any heading of ‘Use of Goods & Services’.

2.3.1.4 Interest

Interest is payable by the Government for liabilities incurred in the financing of its day to day activities and capital projects such as construction of roads, dams, highways, schools and hospitals.

The activities and capital projects are currently being financed through:

- Non- residents, in the form of external debt include Treasury Bills and Notes.
- Residents, in the form of internal debt such as issue of Treasury Bills, Treasury Notes, Treasury Certificates, and Bonds.
- Other general Government Units, in the form of internal debt such as Treasury Bill and Notes.

Internal debts are loans taken from local Banks and Financial Institutions. On the other hand, external debts are loans from foreign Government and Lending Agencies. Interests on these debts are payable on respective dates as stipulated by Loan Agreements.

On the other hand, interests on Treasury Bills and Treasury Certificates are paid on maturity. In contrast, interests on Treasury Notes, and Bonds issued by the Government are paid on a half- yearly basis.

2.3.1.5 Subsidies

Subsidies are payments that Government makes to public and private enterprises on the basis of the levels of their production activities or the quantities/ values of goods/ services they produce, sell, export & import. These subsidies are provided with a view to boost up domestic productions and also influencing the prices of goods/ services that will be exported or have been imported for local consumption.

It also includes transfers to public and private corporations to compensate for losses they incur on their productive activities as a result of charging prices that are lower than their average costs of production as a matter of deliberate economic and social policy.

Subsidies are paid to the producer and not to the final consumers. Direct payments to final consumers or transfers through non-profit organizations or NGOs to consumers are treated as either 'Social Benefits' or 'Miscellaneous Other Expense', depending on the reason and purpose of the payments.

Subsidies may be classified by whether the recipient is a public or private organization and whether it is financial or non-financial enterprise. This results in the following possibilities:

Public Corporation

- Non- Financial Public Corporation

It includes transfers made to:

- (a) Mauritius Meat Authority
- (b) Mauritius Shipping Corporation Ltd;
- (c) National Transport Corporation for free travel to students, old aged pensioners and disabled persons;
- (d) National Housing Development Co. Ltd

- Financial Public Corporation

It includes subsidies to the Development Bank of Mauritius to operate schemes such as granting of loans for purchase of computers and to provide financial help to planters.

It also includes subsidies granted to the Mauritius Housing Company Ltd to operate housing loan schemes.

Private Enterprises

- Non-Financial Private Enterprise

It comprises of subsidies granted to:

- (a) Private enterprises as incentives for the production of vegetables, fruits and livestock;
- (b) Ferry Boat Operators;
- (c) Private Bus Operators for free travel to students, old aged pensioners and disabled persons.

- Financial Private Enterprise

Presently, no subsidy is being paid to financial private enterprises. However, in case Government decides to effect such transfer, it will be treated under this heading.

2.3.1.6 Grants

Grants are voluntary current or capital transfers from one Government Unit to another or an international organization. It may be classified by the type of unit or organization receiving the grant and whether the grant is current or capital.

Grants payable by the Government has been classified as follows:

- Grants to Foreign Governments

Presently, only current grants are provided to foreign Governments.

- Grants to International Organisations

Provision has been made to include these grants under the appropriate heading.

Capital grants are mainly subscriptions paid to international organizations such as African Development Bank, Common Market for Eastern and Southern Africa (COMESA), International Finance Corporation, International Bank for Reconstruction and Development (IBRD)

- Grants to other general Government units

Both current and capital grants are paid to general Government units such as Rodrigues Regional Assembly; Municipal and District Councils; and Extra- Budgetary Units (EBUs) such as Apravasi Ghat Trust Fund and Mauritius Examination Syndicate.

2.3.1.7 Social Benefits

Social benefits are defined as transfers in cash or in kind to protect the entire population or specific segments of it against certain social risks.

A social risk is an event or circumstance that may adversely affect the welfare of households concerned either by diminishing their resources by reducing their incomes.

Social benefits include the provision of basic retirement pension; social aid to fire, flood and cyclone victims and assistance to professional fishermen.

These benefits can be classified as follows:

- Social Security Benefits

These are payable in cash or in kind to households by social security schemes. Examples of social security benefits in cash are sickness and invalidity benefits, children's or family allowances and unemployment benefits.

On the other hand, social security benefits in kind include goods and services provided to households or reimbursement of cost of purchases to households.

- Social Assistance Benefits

Social assistance benefits in cash include:

- (a) Payment of old aged pensions

- (b) Social aids to victims of cyclone, flood and fire;
- (c) Unemployment hardship relief;
- (d) Assistance to professional fishermen in terms of bad weather allowances and close season allowance;
- (e) Income support for rice and flour;
- (f) Assistance to patients inoperable in Mauritius
- (g) Assistance to parents of disabled children;

On the other hand, social assistance benefits in kind include the provision of hearing apparatus, spectacles, wheel chairs and dentures.

- **Employer Social Benefits**

These benefits payable by Government to its employees participating in the scheme or to survivors and dependents of the employees who are eligible for such payments.

Employer social benefits include National Assembly Retiring Allowances; pension's gratuities to public Officers on retirement/ death; gratuities to Officers on contract; and Compassionate Allowances.

2.3.1.8 Other Expense- Miscellaneous Other Expense

It includes a number of transfers made for different purposes, which have not been classified elsewhere.

These transfers can be classified as current or capital depending on the purpose for which they were made.

The current transfers have been classified as:

- **Transfers to non-profit institutions**
These include transfers to aided schools, Blood Donor's Organisation, Charitable institutions, Religious bodies, local organizations, etc.
- **Transfers to households**
Transfers to households comprise:
 - (a) Compensation to net fishermen;

- (b) Scholarship to foreign students;
- (c) Scholarships to Mauritian students;
- (d) Gifts to centenarians;

On the other hand, capital transfers have been classified as:

- Transfers to non- profit institutions
These include contribution for renovation of private primary schools and grants to organizations of disabled.
- Transfers to households
Capital transfers to households comprise costs of roof slabs; land and sites for social housing.
- Transfers to non- financial public corporations
These transfers are payable to Enterprise Mauritius, Mauritius Meat Authority, National Housing Development Co. Ltd, among others.
- Transfers to financial public corporations
These include transfers to Development Bank of Mauritius.
- Transfers to private enterprises.
These include for transfer in respect of accompanying measures to Small and Medium Enterprises (SMEs) and the Sugar sector.

2.4 CLASSIFICATION OF THE FUNCTIONS OF THE GOVERNMENT

Classification of the functions of the Government (COFOG) provides information on the socio-economic objectives that the Government aims to achieve through various outlays and gives details on the purpose for which an expense was incurred. Examples are education, health and environment protection.

Expenditure on specific vote/sub-head, previously programme/sub-programme, fulfilling the different functions of the Government through the Ministries/ Departments have been identified.

A detailed format of classification of expenses by functions of Government as required by the IMF is provided at *Appendix C*.

This format has been adapted to reflect the functions of the Government of Mauritius which are as follows:

- General Public Services- 701
- Public Order and Safety- 703
- Economic Affairs- 704
- Environmental Protection- 705
- Housing and Community Amenities- 706
- Health- 707
- Recreation, Culture and Religion- 708
- Education- 709; and
- Social Protection- 710

2.4.1 General Public Services (701)

This category includes the following:

2.4.1.1 Executive and legislative organs, financial and fiscal affairs, external affairs (70111)

- The 'executive and legislative organs' (70111) include among others Office of the President, Office of the Vice-President, the National Assembly, the Prime Minister's Office and the Independent Commission against Corruption.
- Under 'Financial and fiscal affairs' (70112) all expenses relating to operation of the Treasury, Budget office, accounting and auditing services are grouped.

The above functions are performed by the National Audit Office, the Treasury Department and the Budget unit of the Ministry of Finance, Economic Planning and Development

- External Affairs (70113)

It relates to the administration of external affairs and services and comprises of:

- operation of the Ministry of Foreign Affairs, Regional Integration and International Trade;
- provision of diplomatic and consular services;
- international cooperation;
- foreign relations and regional integration.

These functions are being carried out by the Ministry of Foreign Affairs, Regional Integration and International Trade

2.4.1.2 General Services (7013)

General Services comprise of:

- General Personnel Services (70131)

It includes the administration and operation of general personnel services; development and implementation of general personnel policies and procedures such as selection, promotion, performance management, description and classification of jobs; and the administration of civil service regulations and similar matters.

Selection exercises are carried out by the Public Service Commission and Disciplined Forces Services Commission (PSCDFSC) and the Local Government Service Commission (LGSC) in the public sector and local Government sector respectively.

On the other hand, the Ministry of Public Service, Administrative and Institutional Reforms is responsible for the administration of personnel services and civil service regulations and the setting up and monitoring of a Performance Management System.

All expenses incurred in the operation of the PSCDFSC, LGSC and the Ministry of Public Service, Administrative and Institutional Reforms are treated under this heading.

- Overall Planning and Statistical Services (70132)

Statistics Mauritius provides the overall statistical services. Thus, all expenses of this Office are included under the above category.

- Other General Services (70133)

It covers the provision of general services such as maintenance and storage of Government records, Government operated printing office; and centralized computer and data processing services.

The above functions are respectively carried out by:

- Ministry of Arts and Cultural Heritage;
- Government Printing; and

- Ministry of Information Technology, Communication and Innovation

2.4.1.3 General Public Services (Not Elsewhere Classified) (70160)

It relates to general public services that have not been classified elsewhere such as registration of voters, holding of elections, administration of non-self-governing and trust territories, etc.

The function relation to elections is carried out by the Office of the Electoral Commissioner and Electoral Supervisory Commission and Electoral Boundaries Commission.

2.4.2 Public Order and Safety (703)

It relates to public order and safety services provided by Government through:

- Police Service;
- Mauritius Fire and Rescue Services;
- Law Courts;
- Prison Service; and
- Public Order and Safety n.e.c.

2.4.2.1 Police Service (70310)

It relates to the administration of police affairs and services and includes services provided by the Police Department, Passport and Immigration Office, Police Band, Special Mobile Force, National Coast Guard and Police Helicopter Squadron unit.

2.4.2.2 Mauritius Fire and Rescue Service (70320)

It relates to the administration of the fire prevention and firefighting affairs and services. These services are provided by the Mauritius Fire and Rescue Service Department of the Ministry of Local Government.

2.4.2.3 Law Courts (70330)

All expenses incurred in the administration, operation or support of civil and criminal law courts and the judicial system are treated under this heading.

It includes the operation of the Office of the Ombudsman, Employment Relations Tribunal, Office of Ombudsperson for Children, the Judiciary, and public prosecutions and courts services provided by the Attorney General's Office.

2.4.2.4 Prison Service (70340)

It relates to the administration and operation of prisons. In Mauritius this function is undertaken by the Prison Service Department.

All expenses relating to the above are treated under this heading.

2.4.2.5 Public Order and Safety (Not Elsewhere Classified) (70360)

It includes all other public order and safety functions carried out by the Government, which have not been classified elsewhere.

Thus, all expenses relating to this function are treated under this category.

2.4.3 Economic Affairs (704)

This function covers a wide range of activities, which are being carried out by different Ministries/ Departments.

It comprises of:

2.4.3.1 General Economic, Commercial and Labour Affairs (70411& 70412)

These relate to the general administration of economic and commercial affairs.

The above functions are carried out by the Ministry of Industrial Development, SMEs and Cooperatives, Ministry of Labour, Human Resource Development and Training, and Ministry of Commerce and Consumer Protection.

2.4.3.2 Agriculture, Forestry, Fishing and Hunting (70421, 70422& 70423)

These functions are carried out mainly by the Ministry of Agro-Industry and Food Security.

2.4.3.3 Fuel and Energy (70435)

It relates to the administration of electricity affairs and services; conservation, development and rationalized exploitation of electricity supplies; supervision and regulation of the generation, transmission and distribution of electricity.

In Mauritius electricity is generated, transmitted and distributed by the Central Electricity Board (CEB). The Ministry of Energy and Public Utilities is responsible for the overall control and supervision of all activities related to administration of electricity affairs and services.

2.4.3.4 Manufacturing and Construction (70442 & 70443)

This concerns the administration of manufacturing and construction affairs and services, which includes regulation, liaison with manufacturers and constructors, inspection of manufacturing and construction premises.

The above functions are carried by the Ministry of Commerce and Consumer Protection and the Ministry of National Infrastructure and Community Development.

2.4.3.5 Transport (70451, 70452 & 70454)

The overall administration and regulation of road and water transport in Mauritius are under the responsibility of the Ministry of Land Transport and Light Rail.

On the other hand, all activities related to civil aviation are carried out by the Prime Minister's Office.

2.4.3.6 Communication (70460)

The administration of affairs and services concerning construction, extension, improvement, operation and maintenance of communication systems.

2.4.3.7 Other Industries (70473)

- Tourism (70473)
The Ministry of Tourism is responsible for the administration of tourism affairs and services, promotion and development of Tourism, operation of tourist offices in Mauritius and abroad and organization of advertising campaigns with a view to promote tourism.

2.4.3.8 Research and Development

The administration and operation of Government agencies engaged in applied research and experimental development related to all sectors are accounted under this heading.

The Ministry of Agro Industry & Food Security through the Food and Agricultural Research & Extension Institute (FAREI) and Experimental Stations, is fully involved in research and development in the field of agriculture and ornamental plants.

2.4.3.9 Multipurpose Development Projects (70474)

The National Development Unit is involved in the construction and upgrading of drains, roads and community- based amenities.

2.4.3.10 Economic Affairs (Not Elsewhere Classified) (70490)

The administration, operation or support activities relating to general and sectoral economic affairs that cannot be classified elsewhere are accounted under this heading.

2.4.4 Environmental Protection (705)

2.4.4.1 Waste Management (70510)

The administration, supervision, inspection, operation or support of waste collection, treatment and disposal systems is carried out by the Ministry of Environment, Solid Waste Management and Climate Change.

2.4.4.2 Waste Water Management (70520)

This relates to the administration, supervision, inspection, operation or support of sewerage systems and wastewater treatment. These functions are carried out by the Ministry of Energy and Public Utilities through the Wastewater Management Authority.

2.4.4.3 Protection of Biodiversity and Landscape (70540)

This covers all activities relating to the protection of fauna and flora species, management of parks and reserves and the protection of landscapes for their aesthetic values.

The above functions are carried out by the Ministry of Agro-Industry & Food Security.

2.4.4.4 Environmental Protection (Not Elsewhere Classified) (70560)

This concerns the formulation, administration, coordination and monitoring of overall policies, plans, programs and budgets for the promotion of environment protection, preparation and enforcement of legislation and standards for the provision of environmental protection services. These functions fall under the purview of the Ministry of Environment, Solid Waste Management and Climate Change.

2.4.5 Housing and Community Amenities (706)

2.4.5.1 Housing Development (70610)

It relates to all activities in connection with housing development such as construction of houses for needy people.

These functions are carried out by the Ministry of Housing, Land Use Planning through the National Housing Development Company Ltd.

2.4.5.2 Community Development (70620)

This concerns the administration of community development affairs, zoning laws and land-use and building regulations. Community Development is under the purview of the Ministry of Housing, Land Use Planning.

2.4.5.3 Water Supply (70630)

The overall administration of water supply affairs, assessment of future water needs, supervision and regulation of all facets of potable water supply including water purity, price and quantity controls are under the responsibility of the Ministry of Energy and Public Utilities. However, water purification and distribution across the island is carried out by the Central Water Authority.

2.4.5.4 Housing and Community Amenities (Not Elsewhere Classified) (70660)

It includes the administration, operation, or support activities relating to housing and community amenities. This falls under the purview of the Ministry of Housing, Land Use Planning.

2.4.6 Health (707)

Health covers activities ranging from formulation and implementation of health policies to provision of different types of health services.

The formulation and implementation of health policies are carried out by the Ministry of Health and Wellness are provided by hospitals, dental clinics, Community Health Centres, Medi Clinics and Cardiac Centre.

2.4.7 Recreation, Culture and Religion (708)

2.4.7.1 Recreational and Sporting Services (70810)

The Ministry of Youth Empowerment, Sports and Recreation provides and operates facilities such as playing fields, tennis courts, running tracks, gymnasium, etc. It also supports sports activities at both national and international level.

2.4.7.2 Cultural Services (70820)

It relates to the provision of cultural services; administration of cultural affairs; supervision and regulation of cultural facilities and also the provision of facilities for cultural of facilities for cultural pursuits such as library, museum, theaters, monuments and historic places among others.

These functions are carried out by the Ministry of Arts and Cultural Heritage.

2.4.7.3 Broadcasting and Publishing Services (70830)

This concerns the supervision, regulation, operation and support of broadcasting and publishing services. These functions fall under the purview of the Independent Broadcasting Authority.

2.4.7.4 Recreational ,Culture and Religion(Not Elsewhere Classified) (70860)

This concerns the administration, operation, or support of activities for the promotion of sport, recreation, culture, and religion. These functions fall under the purview under The Ministry of Youth Empowerment, Sports and Recreation and the Ministry of Arts and Cultural Heritage.

2.4.8 Education (709)

Education covers pre-primary, primary, secondary, tertiary and special needs education, technical and vocational education and training. The overall administration and supervision of education in Mauritius are under the responsibility of the Ministry of Education, Tertiary Education, Science and Technology.

2.4.9 Social Protection (710)

Social protection is support and facilities provided to both individuals and families in terms of benefits in cash and kind. It includes all outlays by the Government in connection with social protection.

The Government through the Ministry of Social Security and National Solidarity and Ministry of Gender Equality and Family Welfare; provides social protection to the citizens of Mauritius.

Social protection includes cash benefits or benefits in kind provided to:

- Persons who are unable to work due to sickness or injury;
- Disable persons;
- Persons over 60 years of age;
- Widows; and
- Children and family of social exclusion category.

2.5 ASSETS AND LIABILITIES

Assets are anything that can be quantified in financial terms and over which ownership rights can be enforced either individually or collectively and from which economic benefits can be derived by holding them or using them over a period of time.

On the other hand, liabilities are financial obligations towards other organisation(s) or a third party. Assets of the Government can be classified into non-financial assets and financial assets. In contrast, liabilities are classified only as financial liabilities.

2.5.1 Non- Financial Assets (31) / (61)

Non-Financial Assets are assets that cannot be exchanged into cash within a reasonable time. There are four categories of non-financial assets. The first three are produced assets, namely, fixed assets, inventories and valuables. The fourth consists of all non-produced assets such as land.

Each non-financial assets of the Government of Mauritius have been classified into:

- Construction is the manufacturing of plant and machinery or the erection of a new building or structure and includes other associated expenditure such as consultancy and civil works.
- Improvements are expenditure incurred in the amelioration of existing plant, machinery, equipment and building with the intention of increasing their life span or useful life. It comprises of all works necessary to produce a complete and usable change to an existing facility or structure, including the associated architectural and other technical services.
- Acquisition is the purchase of an asset such as land, plant and equipment, etc.
- Fixed assets are produced assets that are used repeatedly or continuously in production processes for more than one year. They are further classified as Buildings and structures (6111), machinery and equipment (6112) and other fixed assets (6113).
- Inventories consist of work in progress (61222) and non-produced assets which consist of naturally occurring assets such as land (6141)

Non-financial assets comprise of:

2.5.1.1 Dwellings (31111) / (61111)

Dwellings are buildings that are used entirely or primarily as residences, including garages and other associated structures.

2.5.1.2 Non- Residential Buildings (31112) / (61112)

Non- residential buildings are all buildings other than dwellings. Examples are office buildings, schools, hospitals, buildings for public entertainment, warehouse, industrial and commercial buildings, etc.

2.5.1.3 Other Structures(31113)/(61113)

This category consists of all structures other than buildings such as highways, streets, roads and bridges.

2.5.1.4 Machinery and Equipment (3112) / (6112)

This category is divided into:

- Transport Equipment (31121) / (61121)

It consists of equipment for moving people and objects such as motor vehicle, ambulance, patrol vessel, armored vessel, fire- fighting vehicle, aircraft and helicopter.

- Other Machinery and Equipment (31122) / (61122)

This category consists of agricultural tractor, marine engineering training equipment, nautical equipment, security equipment, other office equipment, household equipment and appliances and high tech equipment.

2.5.1.5 Other Fixed Assets (3113) / (6113)

It includes:

- Cultivated Assets (31131) / (61131)

Cultivated Assets consist of animals and plants that are used repeatedly or continuously for more than one year to produce other goods and services. Animals included in that category are breeding stocks such as fish and poultry, dairy cattle, etc.

Plants on the other hand, comprise of trees, vines, shrubs cultivated for fruits, bark and leaf products.

- Intangible Fixed Assets (31132) / (61132)

Intangible fixed assets consist of mineral exploration; computer software; entertainment, literary, and artistic originals; and miscellaneous other intangible fixed assets. To qualify as an intangible fixed asset, the item must be intended for use in production for more than one year and its use must be restricted to the units that have established ownership rights over it or to units licensed by the owner.

- Inventory (61222) / (61223)

Inventories are produced assets consisting of goods and services, which came into existence in the current period or in an earlier period and that are held for sale, use in production, or other use at a later date. Inventories are classified as Materials and supplies (61221), Work in Progress (61222) and Finished Goods (61223) as provided below:

Work in Progress (61222)

This category consists of work in progress for transport equipment, furniture, fixtures and fittings, other machinery and equipment and cultivated assets, consumable biological assets for animals and plants.

Finished Goods (61223)

This category consists of biological assets for plants such as fruits trees, indigenous plants, biological assets for agricultural produce such as honey, eggs, fruits and biological assets for animals such as cattle's, sheep and ducks.

2.5.1.6 Non- Produced Assets (31410) / (61410)

It comprises of tangible and naturally occurring assets over which ownership rights can be enforced. A good example of a non-produced asset is land.

2.5.2 Financial Assets (32) / (62)

Financial Assets consists of financial claims that entitle one unit, which is the owner of the asset to receive one or more payments from a second unit, according to the terms and conditions specified in a contract between the two units.

It includes securities (other than shares) purchased from domestic and international capital market; loans issued to individuals, statutory bodies, private bodies, foreign Governments, international organizations and financial organizations; advances, subscriptions to IMF and other accounts receivable.

2.5.3 Financial Liabilities (33) / (63)

Financial liabilities are obligations to provide economic benefits to other organizations or units holding the financial claims.

It includes Treasury Bills, Treasury Notes and Bonds issued by Government; advances from Bank of Mauritius, obligations under Government Guarantee; other Government obligations; loans from foreign Government, international organizations, financial organizations and other accounts payable.

SECTION 3- DATA CAPTURE ILLUSTRATIONS

3.1 INTRODUCTION

This section aims at providing users with practical examples of the application of the system. Illustrations are provided as a guide to show how data can be captured into the different segments of the COA. To facilitate the preparation of payment vouchers and input into TAS, users are advised to prepare TAS tables at the beginning of each Financial Year.

3.2 ILLUSTRATION

3.2.1 Illustration 1- Input of Budget at Start of Financial Year.

Let's suppose that Ministry of Health and Wellness has the following budget estimates to input at the start of the financial year:

*Vote 18: Ministry of Health and Wellness
Sub-Head 180102: Hospital and Specialised Services*

Example 1:

		Estimates (Rs)
Personal Emoluments:	Basic Salary	10,000,000
	Salary Compensation	900,000
	Allowances	500,000

The data capture will be as follows:

Element	Ministry/ Department/ Cost centre	Vote/ Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep. Entity	Amount (Rs)
Basic Salary	MOHM	180102	21110001	HRM	0	0	0	0	0	10,000,000
Salary Compensation	MOHM	180102	21110002	HRM	0	0	0	0	0	900,000
Allowances	MOHM	180102	21110004	HRM	0	0	0	0	0	500,000

3.2.2 Illustration 2- Reallocation Warrant within same Sub- Head

Suppose the Ministry of Health and Wellness decides to make a virement from one item to another item within the same sub-Head of the Ministry.

Vote 18: Ministry of Health and Wellness

Sub-Head 180102: Hospital and Specialised Services

An amount of Rs 50,000 is being transferred from item travelling to item Overtime within the same Sub-Head.

The data will be captured as follows:

Element	Ministry/ Department/ Cost Centre	Vote/Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount (Rs)
Travelling	MOHM	180102	21111002	HRM	0	0	0	0	0	-50,000
Overtime	MOHM	180102	21111100	HRM	0	0	0	0	0	+50,000

3.2.3 Illustration 3- Amount earmarked for specific project

Suppose the Ministry of Health and Wellness wants to earmark an amount of money for a specific project from its budget. The data would be captured in such a way as to help the Ministry to retrieve the information in a timely manner.

Vote 18: Ministry of Health and Wellness

Sub-Head 180102: Hospital and Specialised Services

(i) An amount of Rs 50 m has been provided for that program under item ‘31122801- Acquisition of High Tech and other Medical Equipment’

- (ii) An amount of Rs 10 m is being earmarked for the project ‘‘Acquisition High Tech and other Medical Equipment’ (F0167). The transaction involves reducing funds available under this item ‘31122801’ by Rs 10 m and setting aside this amount for subsequent expenditure on project F0167.
- (iii) After entry, the available balance under the item will decrease by Rs 10 m.

The data will be captured as follows:

Element	Ministry/ Dept/Cost Centre	Vote/Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount (Rs)
(i)	MOHM	180102	31122801	HRM	0	F016799	0	C	0	50,000,000
(ii)	MOHM	180102	31122801	HRM	0	F016799	0	C	0	-10,000,000
(iii)	MOHM	180102	31122801	HRM	0	F016799	0	C	0	40,000,000

3.2.4 Illustration 4- Issue of Departmental Warrant

Suppose the Ministry of Health and Wellness issues a departmental warrant to the Ministry of Social Security, National Solidarity and Reform Institutions. The issuing Ministry will capture the ID code of the Ministry of the receiving department to enable the latter to use the fund of the issuing department.

Vote 18: Ministry of Health and Wellness

Sub-Head 180102: Hospital and Specialised Services

MOH Region 1 issues a Departmental Warrant to the Ministry of Social Security and National Solidarity (MOS) under item Personal Emoluments for an amount of Rs 5,000- broken down into: Acting allowance: Rs 3,000, Disturbance allowance: Rs 2,000

The data will be captured as follows:

Element	Min/ Dept/ Cost Centre	Vote / Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount (Rs)
P.E Allowances	MOH1	180102	21110004	HR1	0	0	0	0	0	-5,000
Acting Allowance	MOH1	180102	21110004	MOS	AA1121	0	0	0	0	3,000
Disturbance Allowance	MOH1	180102	21110004	MOS	AA1381	0	0	0	0	2,000

3.2.5 Illustration 5- Payments

Suppose the Ministry of Health and Wellness has 3 types of payment, one of a recurrent nature and two of capital nature. The 3 transactions are as follows:

Vote 18: Ministry of Health and Wellness

Sub-Head 180102: Hospital and Specialised Services

Example 1:

Payment of mileage allowance

Example 2:

Payment to contractors for the construction of maternity and child health services at SSRN Hospital (Project code F0105)

Example 3:

Purchase of High Tech Equipment for SSRN Hospital (Project F0167)

The data will be captured as follows:

Element	Ministry/ Dept/ Cost Centre	Vote/ Sub- Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity
Example 1	MOH2	180102	21111002	HR2	AB2307	0	0	0	0
Example 2	MOH2	180102	31112003	HR2	0	F010599	0	C	0
Example 3	MOH2	180102	31122801	HR2	0	F016799	0	C	0

3.2.6 Illustration 6- Use of Miscellaneous segment

Example 1:

Suppose the Ministry of Foreign Affairs, Regional Integration and International Trade wants to keep information on payment made to the Ambassador in Washington.

Vote06: Ministry of Foreign Affairs, Regional Integration and International Trade

Sub-Head 060202: Foreign relations and Regional Integration

Payment of children educational supplement to Ambassador in Washington

The information will be captured as follows:

Ministry/ Dept/ Cost centre	Vote /Sub- Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity
FORWAS	060202	21110004	XWA	AACES	0	MAMB14	0	0

Example 2: Accruals of Utility Bills

Invoice Received Date:	July 2022
Period to which expenses are related to:	Previous financial Year
Amount:	Rs 10,000
Rule	Accrual Rule: Any expenditure relating wholly or partly to the period prior to 01 July 2022 but not yet paid as at 30 June 2023, shall be treated as accrual as at 30 June 2023.
TAS	Normal procedure to input invoices
	Miscellaneous Code - ACCR
Account code Combination:	TRY.070301.22010001.TRY.0.0.ACCR.0.0

The information will be captured as follows:

Ministry/ Dept/ Cost centre	Vote /Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount
TRY	070301	22010001	TRY	0	0	ACCR	0	0	10,000

Example 3: Prepayments of Rental of premises

Invoice Received Date:	March 2022
Period to which expenses are related to:	Current and next Financial Year –6 months to August
Amount:	Rs 50,000
Rule	Prepayment Rule: Where lease agreement requires payment of rental in advance, that part of any payment made before 01 July 2022 which relates to the financial year 2022/23 shall be treated as a prepayment as at 30 June 2023.
	Apportionment – March to June - Rs 30,000 and July-August - Rs 20,000
TAS	Normal procedure to input invoices
	Miscellaneous Code - PREP
Account code Combination:	Current FY-(1) TRY.070301.22030001.TRY.0.0.0.0.0 – Rs30,000 (2) TRY.070301.22030001.TRY.0.0.PREP.0.0 – Rs20,000

The information will be captured as follows:

Ministry/ Dept/ Cost centre	Vote /Sub Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount
TRY	070301	22030001	TRY	0	0	0	0	0	30,000
TRY	070301	22030001	TRY	0	0	PREP	0	0	20,000

3.2.7 Illustration 7- Revenue collection

The three examples below show how the capturing of data on revenue is carried out:

Example 1:

Receipt in respect of Motor vehicle licenses

Example 2:

Income Tax deduction from payroll- PAYE from Ministry of Education, Tertiary Education, Science and Technology

Example 3:

Tax Deduction at source for Ministry of Finance, Economic Planning and Development in connection with Rent payment.

The table below illustrates how the data will be captured:

Ministry/ Dept/Cost centre	Vote/Sub head	Economic classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep entity
NTA	RNTA	11451001	NTA	0001	0	0	0	0
MOF	RMRA	11110001	ERM	11000	0	0	0	0
MOF	RMRA	11130001	MOF	11132	0	0	0	0

3.2.8 Illustration 8- Below the line Accounts

Alpha codes, to be captured under the ‘Vote/Sub-Head’ segment, have been assigned to below-the-line items to facilitate the capture of data in respect thereof (refer to *Annex II* for the relevant codes)

Example 1:

Amount deducted from salary on behalf of Mauritius Union Assurance and credited to Deposit Account.

Example 2:

Amount refunded by Mr. M in connection with overpayment and credited to Advance Account.

Example 3:

Amount refunded by Mr. X in connection with Advance motor car.

The table below illustrates how data will be captured:

Ministry/ Dept/Cost Centre	Vote/Sub- Head	Economic Classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity
0	DMOH	82001016	0	0001	0	0	0	0
0	AMOH	81350005	0	0001	0	AMOH01	0	0
0	AMOH	81310006	0	0001	0	0	0	0

In example 2, the miscellaneous segment is being used to capture the name of the officers concerned. AMOH stands for ‘Advance a/c of MOH while ‘01’ is the code assigned to Mr M.

3.2.9 Illustration 9 (Activity)

Suppose the Ministry of Arts and Cultural Heritage has the following activity under Vote 21 and Sub-Head 210102:

Activity: “Indentured Labourer” Vote 21: Ministry of Arts and Cultural Heritage

Sub-Head 210102: Promotion of Arts and Culture

This activity will encompass several items of expenditure, for example

- (i) Rent of Conference Centre
- (ii) Purchase of Stationary
- (iii) Provision of Refreshments
- (iv) Refund of Travelling
- (v) Payment of Overtime to support staff

The table below illustrates how the data will be captured

Element	Ministry/ Dept/Cost centre	Vote/ Sub Head	Economic classification	ID Code	Analysis	Activty/ Project	Misc	Type	Rep Entity
(i)	ART	210102	22030005	ART	REVTHAL	X6007	0	0	0
(ii)	ART	210102	22100001	ART	0	X6007	0	0	0
(iii)	ART	210102	22050003	ART	OFSREF	X6007	0	0	0
(iv)	ART	210102	21111002	ART	AB2303	X6007	0	0	0
(v)	ART	210102	21111100	ART	ABOVTSUP	X6007	0	0	0

3.2.10 Illustration10 (Issue of Imprest)

Suppose a new imprest warrant has been issued in favour of an Officer of the Ministry of Industrial Development, SMEs and Cooperatives Protection to meet petty expenses.

Issue of Imprest Warrant for Rs 3,000 to Officer Y to meet petty expenses

Element	Ministry/ Dept/Cost centre	Vote/Sub Head	Economic classification	ID Code	Analysis	Activity/ Project	Misc	Type	Rep Entity	Amount (Rs)
Example 1	0	EIND	86001001	IND	0001	0	EIND01	0	0	3,000

SECTION 4- CHART OF ACCOUNTS PROCEDURES

Approved by the Financial Secretary on:	
Effective Date:	01 July 2008

4.1 OVERVIEW

4.1.1 Purpose

The purpose of this document is to detail the procedures relating to the creation and maintenance of government's Chart of Accounts.

4.1.2 Coverage

The Chart of Accounts procedure applies to all staff involved in requesting new classifications, responsibility centres, projects/ category codes, analysis codes and other codes and/or amendment and/or deactivation of these.

4.2 PROCEDURES AND GUIDELINES

4.2.1 General Information

I. Accounting information is organized in the Treasury Accounting System by using Chart of Account which is a series of individual values, which, in combination, describe a specific accounting activity.

II. The chart of Accounts structure consists of nine segments as indicated below:

Purpose	Organisational Classification	Vote Classification	Economic classification	Spending Authority	Management Information system	Management Information system	Management Information system	Management Information system	Management Information system
Segment Values	Ministry/ Dept/ Cost centre	Vote / Sub Head	Economic classification	ID Code	Analysis	Activity/ Project	Misc	Type	Reporting Entity

III. Flex Fields values must be created in the Oracle Financials General Ledger before they can be used in a transaction.

IV. Flex Fields Tree Structures are used to create hierarchical structures, which visually represent a set of summarization rules for a particular Flex Field. For example, reporting and organization structure for responsibility centre. Requests to change responsibility structures must be approved by the Treasury.

4.2.2 Chart of Accounts Maintenance

Circular No 6 of 2017 issued on 03 April 2017 provides a guide on the procedures to be followed for the creation of item codes in the Treasury Accounting System (TAS). The guide aims at ensuring that codes are created and maintained in a standard and harmonized manner.

Economic Classification for Revenue Items

Requests for creation of new items of revenue from Ministries/Departments should be made to the Ministry of Finance, Economic Planning and Development (MOFEPD) (Revenue Section), (email: mbheekhee@govmu.org). No request will be entertained unless relevant details are provided to ensure proper classification in line with the Chart of Accounts (COA).

The Revenue Section will then forward the request to the Budgeting Directorate (email: dlan-hing-po@govmu.org) which will thereafter liaise with the Treasury (TAS Unit) and Statistics Mauritius (Public Finance Section) (if need be).

The TAS Unit at the Treasury will create the item in the Chart of Accounts (COA).

Economic Classification for Expenditure Items

Requests for creation of new items of expenditure from Ministries/Departments should be made to MOFEPD (relevant 'Sector Ministry Support Team' [SMST]). No request will be entertained unless relevant details are provided to ensure proper classification in line with the Chart of Accounts.

The SMST will then forward the request to Budgeting Directorate (email: dlan-hing-po@govmu.org) which will thereafter liaise with the Treasury (TAS Unit) and Statistics Mauritius (Public Finance Section) (if need be).

The TAS Unit at the Treasury will create the item in the Chart of Accounts (COA).

The Chart of Accounts working group will review the usage of the Chart segments and values annually.

4.2.3 Responsibilities

4.2.3.1 Users

1. Verification of Estimates in TAS. Input and verification of Reallocation certificates and Departmental Warrants. Users should also verify virement warrant & CFA which have been approved by MOFEPD and input by TAS Unit.
2. Maintaining the Document Sequence for AP, GL and (AR for Self -Accounting)
3. Input and verification of Invoices and Journals with respective listings after ensuring availability of funds on line or their reports available in FSG.
4. Approval and Earmarking
 - For Non Self-Accounting
Validation of invoices and Payrolls before submission to Treasury
 - For Self-Accounting
Validation and Payment Processing
5. Verification of items in Detailed Trial Balance on last working day and ensuring Journal Entries for discrepancies have been performed in the same month. Correction of wrong combinations.
6. Cleaning of data in invoice batches and journals created but not used.
7. Ensuring posting of all Journal Entries before closing of the month and cancellation of incomplete ones.

8. Reconciliation of Expenditure and Revenue, Below the Line ledgers and Cash Book with Trial Balance.
9. Ensuring that no approval of invoices and posting of Journal Entries are done in the last working day of the month.
10. Officer in charge should ensure that incoming officer is conversant with the system before request is made to remove/ assign responsibilities to the above.

4.2.3.2 Treasury Accounting System (TAS) Unit

A. Opening of Year

1. Preparation of monthly and weekly accounting period calendars.
2. Updating of organizational classification codes.
3. Monitoring of upload of expenditure and Revenue estimates into the Treasury Accounting System (TAS) General Ledger.
4. Ensuring cancellation of incomplete entries into TAS.

B. General

1. Uploading bank data of presented cheques into TAS and posting to cash accounts of Ministries/ Departments concerned.
2. Adjustment of budgetary provisions upon receipt of reallocation and contingencies virement warrants.
3. Assignment and removal of user's responsibilities.
4. Updating supplier: Business Registration Number (BRN), TAN Number, Bank Account and maintaining supplier database
5. Creation of items & Codes in respect of revenue and expenditure (as requested by Ministry of Finance, Economic Planning and Development).

6. Creation of new items and codes for Deposits, Advances, Revenue, Expenditure, Investments and cost centres as requested by Ministries/ Departments only after the prior approval of MOFEPD has been obtained (*Please refer to Circular No 6 of 2017*)
7. Preparation of Financial Reports (as requested by Ministries/ Departments)
8. Opening of month in Accounts Payables, Accounts Receivables and General Ledger modules.

C. Closing of year

1. Verification of journal entries.
2. Input of retrospective reallocations.
3. Closing of Accounts Receivables and General Ledger modules.

4.2.3.3 DBA Section

A. Day to Day Running

1. Monitoring of Servers
2. Verifying used/available disk space
3. Verifying log files on servers for any alert message.
4. Verify whether all scheduled backups were done properly and if required tape is in tape library

B. Troubleshooting

1. Support is provided to Ministries/Departments on TASR12 and other previous versions as and when required. A Manual has been circulated as a guideline for the installation of required systems.
2. Provide first Level Support on Database, Applications and Servers.
3. Escalate and liaise with supplier for resolving problems related to servers, Databases and Applications.

C. System Maintenance

1. Provide access to TAS (Assignment/ Removal of responsibilities).
2. Check System availability
3. Check database status.

D. Contingency Measure

1. During Cyclone- The application will be shutdown with assistance of SIL. If a complete shutdown is required SIL will have to power off/on all equipment at GOC.
2. Any alert message on servers related to data, or hardware is escalated to SIL for troubleshooting

GLOSSARY

ACTIVITY: Actions taken or work performed through which inputs, such as funds, technical assistance and other types of resources are mobilized to produce specific outputs. In essence, activities describe “what we do”. E.g provide training, organizing awareness campaigns, etc.

ACQUISITION: It includes purchases of land, including improvement works like demolition of buildings or leveling etc. of an acquired land.

BENEFICIARIES: The individuals, groups, or organizations, whether targeted or not, that benefit, directly or indirectly, from the development intervention.

CAPITAL PROJECTS: The procurement of new infrastructure/ facilities or insignificant, long-term renewal improvements to existing infrastructure facilities. E.g construction of new buildings, hospitals, roads, power plants, water reservoirs and other infrastructure items; replacement of old facilities; renovation of existing facilities; acquisition of new facilities; or purchase of equipment. Capital projects normally are large, non-recurring expenditures that involve multiyear funding, have a useful life greater than five years, are based on a comprehensive needs assessment, meet an essential public purpose, and require public accountability for funds.

CLASSIFICATION OF FUNCTIONS OF GOVERNMENT: A detailed classification of the functions or socio-economic objectives of the Government that the latter aims to achieve through various kinds of outlays. Examples are education health, environment protection, etc.

COMPENSATION OF EMPLOYEES: The total remuneration payable to Government employees in return for work performed. It includes basic salary, salary compensation, extra remuneration, allowances, extra assistance, cash in lieu of sick leave, transfer grant, facilities allowance to honorable members, end of year bonus, travelling & transport, overtime, passage benefits and allowance in lieu of passages.

CONSTRUCTION PROJECT: A single undertaking involving construction of one or more facilities. Included in the project are: all work necessary to accomplish a specific purpose and produce a complete

and usable new structure; the associated architectural and other technical services; the equipment installed and made part of the facility and site development and improvements.

CORPORATIONS: Legal entities created for the purpose of producing goods or services for the market.

COST: The price paid or to be paid.

COST CENTRE: An area of activity identified in the “Chart of Accounts” for which a manager is held accountable for financial management.

ECONOMIC CLASSIFICATION OF EXPENSE: The types of expenses incurred for the Government activities. For example, compensation of employees, use of goods and services, social benefits, etc.

ECONOMICALLY SIGNIFICANT PRICES: Prices that have a significant influence on the amounts the producers are willing to supply and on the amounts purchasers wish to buy.

EFFICIENCY: A measure of how economically resources/ inputs (funds, expertise, time, etc) are converted to results.

EQUIPMENT: A tangible resource of a permanent or long term nature used in an operation or activity and is an integral part of a facility.

EXPENDITURE: All non-repayable and non-repaying payments by government, whether required or unrequited and whether for current and capital purposes.

EXPENSES: Reductions in assets or increase in liabilities. Expenses are the relevant notion in full accrual accounting.

FINANCIAL CORPORATIONS: Entities engaged in providing financial services for the market.

GENDER: The concept of gender refers to the distinction between men and women, to the nature of the relationship (particularly of power) and to the differences they give rise to between men and women. It also refers to the differences among women and men, in the sense that each category, although identical in terms of sex, is differentiated in terms of age, ethnicity, location as well as socioeconomic

variables, such as income, marital status, and education. As a result, the nature of gender relations is dynamic. It varies over time and in different contexts and is affected by budget decisions.

GOVERNMENT UNITS: They are institutional units that carry out the functions of government as their primary activity.

GRANTS: Voluntary current or capital transfers from one Government Unit to another or to an international organization:

- Social benefits are defined as transfers in cash or kind to protect the entire population or specific segments of it against certain social risks;
- Transfers to non-profit institutions include transfers to aided schools, Blood Donor's Organisation, charitable institutions, Religious bodies, local organizations, etc;
- Transfers to households comprise of compensation to net fishermen; grant to Oriental Language Teachers; scholarships to students;
- Transfers to non- financial public corporations are payable to Enterprise Mauritius, Central Electricity Board, Mauritius Meat Authority, National Housing Development Co. Ltd, among others;
- Transfers to financial public corporations include transfers to Development Bank of Mauritius and Mauritius Housing Company Ltd;
- Transfers to private enterprises are meant for accompanying measures to Small and Medium Enterprises (SMEs) and Tourist Villages.

IMPACT: Positive and negative, primary and secondary long-term effects produced by a development intervention, directly or indirectly, intended or unintended. The impact is the outcome or benefit to the public due to the priority objective(s) being met.

IMPROVEMENT: All work necessary to produce a complete and usable change to an existing facility or structure, including the associated architectural and other technical services, the fixes equipment installed and made part of the facility or structure, and site development.

INDICATOR: Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement, to reflect the changes connected to an intervention, or to help assess the performance of a development actor.

INPUTS: All the resources that contribute to the production and delivery of outputs. Inputs are “what we use to do the work”. They include finances, personnel, equipment, buildings, etc. E.g money, staff and staff time, facilities, supplies, etc.

INTERNATIONAL ORGANISATIONS: Organisations in which Mauritius is a member and/or has dealings with them. Examples are African Development Bank, Common Market for Eastern and Southern Africa (COMESA), International Finance Corporation, Multinational Investment Guarantee Agency, International Bank for Reconstruction and Development (IBRD), etc.

INVESTMENT PROJECT: A development intervention relating to acquisition and/ or preservation of non-financial assets for meeting defined objectives and consisting of a set of interrelated activities to be carried out with a specified budget and a time-schedule.

MARKET ESTABLISHMENTS: Units/ Divisions of Public Corporations situated at single location that sell or dispose their production/ output from their principal activity at economically significant prices.

MEDIUM TERM FRAMEWORK: The Government of Mauritius defines its Medium Term Framework (MTF) with two primary objectives: i) Improving macroeconomic balance by developing consistent and realistic estimates of available resources; and ii) Restructuring and rationalizing resource allocation so that priority areas receive adequate funding. In defining a MTF as an operational concept, it is important to distinguish three levels of development:

- Medium Term Fiscal Framework (MTFF): It contains a statement of fiscal policy objectives and a set of integrated medium-term macroeconomic and fiscal targets and projections.
- Medium Term Budget Framework (MTBF): The objective of an MTBF is to allocate resources to the country’s strategic priorities and ensure that these allocations are consistent with overall fiscal objectives.
- Medium Term Expenditure Framework (MTEF): The main characteristics of an effective MTEF should be as follows: i) Limited resources should be allocated to priorities areas, ii) Ministries should have some predictability in the flow of resources; iii) Ministries only plan their activities on the basis of a “3- fiscal year rolling PBB Statement” for delivering agreed outputs measured with verifiable performance

indicators, and achieving targets; and iv) Increased accountability (officially- designated Vote/Sub- Head managers should gradually be held responsible for the performance of the activities they manage) and increased transparency (it should be possible to see where funds are being used and the impact of these expenditures.

MONITORING: A continuing function that uses systematic collection of data on specified indicators to provide management and the main stakeholders of an ongoing development intervention with indications of the extent of progress and achievement of objectives and progress in the use of allocated funds.

NON-FINANCIAL CORPORATIONS: Entities created for the purpose of producing goods and non-financial services for the market.

OBJECTIVE: The end result that the Ministry commits to achieve through the delivery of a Vote/Sub-Head or Sub- Head.

OUTCOMES: The likely or achieved short-term and medium-term impacts of an activity's or intervention's outputs.

OUTPUTS: The products, capital goods and services which result from a development intervention; it also includes changes resulting from the intervention which are relevant to the achievement of outcomes.

- Indirect Outputs: internal clients- Services which are supplied to an internal user rather than to the external client, e.g. IT support services delivered by the Ministry in charge of IT to other ministries.
- Direct Outputs: external clients-e.g. number of girls' and boys' inoculations.

POLICY: Principle of action proposed or adopted by a Government. Policies include a set of measures to translate the objectives of the Government into action.

PROCESS: The means by which inputs are transformed into outputs.

VOTE /SUB-HEAD:

- **Vote/Sub-Head:** represents the Ministry/Department/Unit to which the funds have been allocated

PROJECT: A group of activities concerned with delivering a defined capability based upon an agreed schedule and budget.

QUASI-CORPORATIONS: Entities that are not incorporated or otherwise legally established, but which function as if they were corporations.

RESULT: The output, outcome or impact (intended or unintended, positive and/ or negative) of a development intervention.

SOCIAL BENEFITS: Transfers in cash or in kind to protect the entire population or specific segments of it against certain social risks.

SOCIAL CONTRIBUTIONS: Receipts either from employers on behalf of their employees or from employees, self-employed, or non-self employed persons on their own behalf that secure entitlement to social benefits for the contributors, their dependents, or their survivors. These contributions may be voluntary or compulsory.

SOCIAL RISK: An event or circumstance that may adversely affect the welfare of households concerned either by diminishing their resources or by reducing their incomes.

SPECIFIC OBJECTIVE: An outcome target. The intended physical, financial, institutional, social, environmental, or other development results to which a Sub- Head is expected to contribute.

SUBSIDIES: Payments that Government makes to public and private enterprises on the basis of the levels of their production activities or the quantities/ values of goods/ services they produce, sell, export or import.

TRANSFERS: Sums of money changing hand from one person to another or from one organization to another or from Government to individuals/ statutory bodies/ corporations or vice versa. Subsidies and grants given by the Government are regarded as transfers.

USE OF GOODS AND SERVICES: All items of expenses incurred by the Government in providing goods and services to the public and community at large.

VIREMENT: Reallocation of funds (i) from an expenditure item to another expenditure item within the same Vote; or (ii) from an expenditure item in a Vote to another expenditure item in a different Vote. Virement also includes a reallocation of funds across the sub-components of an expenditure item shown in the Estimates. (Refer to Financial Instructions No.1 of 2015).

VOLUNTARY TRANSFERS: Gifts and donations received from individuals, private non-profit institutions, non-government foundations, corporations, and any other source.