



Republic of Mauritius

TREASURY

TREASURY CIRCULAR NO. 21 of 2016

Date: 15 September, 2016

From : Accountant-General

To : Supervising Officers of Ministries/Departments

GOVERNMENT PAYMENTS THROUGH BANK TRANSFERS

One of the “Key Actions” stated in the Estimates 2016/2017 in respect of the Ministry of Finance & Economic Development is “*Developing efficient business processes and encouraging use of electronic payment instruments*” and for 2016/2017 the target is to reduce the number of payments through cheques by at least 20%. Through this Circular, I am soliciting the collaboration of each and every Ministry/Department in order to achieve the set target.

2. As Supervising Officers are aware, payment by cheques is not only more costly to government, but is also administratively more cumbersome in the sense that it entails additional tasks such as printing and postage of cheques, removal of crossings, bank reconciliation, etc. In contrast, payment through bank transfers is a more efficient payment method, and is also more beneficial to payees since their bank accounts are credited directly.

3. Supervising Officers are thus kindly requested to take all measures at their end so that payments to individuals or corporate bodies are made through **bank transfers instead of cheques**. This applies to both self accounting and non-self accounting Ministries/Departments.

4. To this end, suppliers of goods/services and other prospective payees should be requested to provide bank details - Account Name, Bank Account Number and Bank Name - for payment purposes. Payment by cheque should be the exception rather than the rule, and should only be resorted to where a payee cannot reasonably be expected to have a bank account.

5. Care must be taken by all officers concerned when recording bank details of payees in the Treasury Accounting System (TAS) and on payment vouchers. Incorrect and incomplete bank details may delay payment and impact adversely on service delivery.

6. I rely on the full support and collaboration of all Supervising Officers to ensure that we operate a government payment process that is more efficient and effective.

7. Supervising Officers of Ministries/Departments are kindly requested to bring the contents of this Circular to the attention of all officers involved in procurement operations or in the processing of claims/payments.



(C. Romooah)
Accountant-General

Copy to: Financial Secretary

Director of Audit

Director, Financial Operations