



Republic of Mauritius

TREASURY

TREASURY CIRCULAR NO. 11 OF 2020

DATE: 10 AUGUST 2020

From : ACCOUNTANT-GENERAL

To : SUPERVISING OFFICERS IN CHARGE OF MINISTRIES/DEPARTMENTS

SUBJECT : ACCIDENT CASES INVOLVING GOVERNMENT VEHICLES

The purpose of this circular is to inform Supervising Officers of the implications resulting from the non-submission of timely information pertaining to accidents involving Government vehicles, and set strict timelines for actions to be taken in the event of accidents.

2. In summary, such non-submission may lead to significant loss of revenue to Government and potentially resulting in the opening of Advance accounts in the name of officers found responsible for the losses coupled with disciplinary actions.

3. It has been observed that in quite a number of accident cases, departments are not complying with provisions of Financial Management Manual (FMM) with regards to submission of documents, thereby leading to such cases being time-barred. It is also the responsibility of departments to liaise with all stakeholders concerned to submit the relevant documents to Treasury to enable the latter to fulfil its responsibilities with regards to:

- i. Processing of claims in respect of accidents involving Government vehicles; and
- ii. Initiating the process for legal recovery where liable third parties are not settling the claims.

4. Supervising Officers should therefore ensure that the following documents are submitted within the timeframe specified, in respect of **ALL** accidents:

- a) **Accident Report Form (ARF format at annex 1) within one month of the accident as stipulated at paragraph 23 (a) of chapter 20.10 of FMM;**
- b) **Police Form 177 (Particulars of Accident) immediately upon receipt from Police Department;**
- c) **Chief Mechanical Engineer's (CME) Report (Estimated cost of repairs) immediately after receipt from the Ministry of National Infrastructure and Community Development;**

- Method of disposal
- Date of Disposal; and
- Sales proceeds (if any)

d) The Actual Cost of Repairs (COR) with relevant copy of invoices/payment vouchers recommended by CME, immediately after the repairs are effected. However, in case no repairs are effected and in the event of:

- i. the accidented vehicles being still in use, this office should be informed;
- ii. the accidented vehicles being beyond economic repairs and referred to Board of Survey for assessment, departments should inform the Treasury of same and submit the following information, supported by appropriate evidence:
 - Pre-accident value of the vehicle;
 - Method of disposal;
 - Date of Disposal; and
 - Sales proceeds (if any)

e) Court outcome document, within one week of receipt of the document.

5. With a view to better monitor and follow up of accident cases effectively and efficiently, departments should:

a) keep a register of all accident cases with the following details:

- i. Date of Accident
- ii. Government Vehicle Registration Number
- iii. Liability
- iv. Documents submitted to Treasury
- v. Dates of submission of documents

b) submit a return of accident (as per template at annex 2) on a half yearly basis to this Office, not later than 31 July for period ending 30 June and not later than 31 January for period ending 31 December in the financial year.

6. You are kindly requested to submit the names and email addresses of the Senior Officer and the transport officer responsible for Government vehicles to this office, on the following e-mail address – treasury.movacs@govmu.org to facilitate communications with departments.

7. I rely on your support and collaboration for prompt submission of documents to enable this office to recover the cost of damages on a timely basis, and would appreciate if the contents of this circular could be brought to the attention of all officers concerned.



(S.D. Ramdeen)
Ag. Accountant General