



# FINANCE FOR NON-FINANCIAL MANAGEMENT FOR THE PUBLIC SERVICE

## PURPOSE

This course aims to equip non-financial government practitioners with the requisite knowledge and skills to understand how government finances work and to enable them to take care of this important resource.

## TARGET GROUP

The course is aimed at practitioners in the national and provincial government. The typical target audience is non-financial officials and other financial management staff typically in the CFO's office (Payment, receipt, banking, taxation, debt and suspense accounts etc.); SCM officials (Demand, acquisition, logistics, disposal); Asset management officials; System controllers; Budget officials (preparation of departmental budgets) who may require a refresher course in Financial Management.

## MINIMUM REQUIREMENTS FOR ENROLMENT

Learners should ideally have at least a Grade 12 qualification and be working in a public sector non-financial or financial management environment.

## LEARNING OUTCOMES

After successful completion of this course, learners should be able to:

- Demonstrate an understanding of the background to Financial Management, regulatory frameworks and relations between legislation, plans and budget.
- Describe strategic planning regulatory frameworks and apply them in their own area of responsibility.
- Demonstrate understanding of the concept of budgeting, role players in budget formulation, budget preparation, execution, cash management and reporting.
- Demonstrate an understanding of expenditure management i.e. expenditure process, relationship between expenditure and budget and strategic objectives.

## ACCREDITATION

The course is non-credit bearing. However, after successful completion of the summative assessment (test) learner will receive a Certificate of Attendance.

## ASSESSMENT APPROACH

There is no official pre-course assignment, but learners complete formative assessment activities during the contact session, as well as a summative assessment in the form of a test on the last day of the contact session.

## DURATION

This is a workshop and presented over five (5) working days depending upon the client's needs.