



PROVINCIAL TREASURY
CONFIDENTIAL

Ref No. : 10/3/7/3/6 (TC/LP19/2/2021)
Enquiries : Hasani Zitha @ 015 291 8714

TO: DIRECTOR GENERAL
ALL ACCOUNTING OFFICERS/ ACCOUNTING AUTHORITIES
CC: ALL CHIEF FINANCIAL OFFICERS
ALL HEADS OF SUPPLY CHAIN MANAGEMENT

LIMPOPO PROVINCIAL TREASURY CIRCULAR NO 02 OF 2022/23FY
PROJECTED EXPENDITURE FOR TRAVEL MANAGEMENT SERVICES FOR
THREE MONTHS: ALL PROVINCIAL DEPARTMENTS AND PARTICIPATING PUBLIC
ENTITIES

1. The above matter bears reference.
2. This communicate serves to request provincial departments to provide Limpopo Provincial Treasury with their three month (April – June 2022) projected expenditure for Travel Management Services. The rationale behind this request is to ensure that the credit limits allocated to departments in their Travel Lodge Accounts are adjusted accordingly.
3. The existing Travel Lodge Accounts credit limits were based on the 2021/22 expenditure trend for departments on Travel Management Services which was informed by the prevailing COVID-19 environment which has since changed, hence this request.
4. The required information must be forwarded to Limpopo Provincial Treasury in line with the table below on or before the 29 April 2022:-

Month	April	May	June
Value	R.....	R.....	R.....

5. Lastly, kindly take note that the required information is very crucial to ensure uninterrupted rendering of Travel Management Services to departments.

Hoping that you will find the above in order.


PRATT G C CA (SA)
HEAD OF DEPARTMENT

25 April 2022
DATE