



REPUBLIC OF ALBANIA

2008
INTEGRATED PLANNING CALENDAR

COUNCIL OF MINISTERS
FEBRUARY, 2008

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NATIONAL STRATEGY FOR DEVELOPMENT AND INTEGRATION [NSDI]

Key Processes/Products

1. Ministry Integrated Plan
 - a. Annual Results Report (2007)
 - b. Ministry Integrated Plan (2008)
 - c. Ministry Monitoring Plan (2008)
2. Strategy Review
 - a. Strategy Review, Policy Priorities Note for 2009-2011 MTBP
 - b. Strategy Review, Policy Priorities Note for 2010-2012 MTBP
3. MTBP Review
 - a. Priorities Assessment: Programme Policy Review (PPR)
 - b. Priorities Assessment: Public Expenditure and Investment Plan (PEIP)
 - c. Priorities Assessment: State Budget
4. 2007 Annual Progress Report

Overview

The NSDI Document, which will be approved in the beginning of 2008, synthesizes 21 sector and 15 cross-cutting strategies. During 2008 and in continuation, the focus will shift to implementing and monitoring NSDI commitments through the mainstream policy and financial planning processes.

1. Ministry Integrated Plan

The Ministry Integrated Plan (MIP) highlights key MTBP commitments, including European integration commitments, planned legislation, major public investments, and key external assistance projects.

1a. 2007 Annual Results Report: Early in the year, the results achieved against the previous' year's MIP are collected from ministries and consolidated in an Annual Results Report. This document will be published.

1b. 2008 Ministry Integrated Plan: The MIP for the current year is finalized early in the year after parliamentary approval of the State Budget. These plans will also be published during the first quarter of the coming year.

1c. 2008 Ministry Monitoring Plan: From the MIP, a set of key MTBP output targets and mandatory reporting requirements are identified for monitoring and reporting during the following year. These agreed measures constitute the *Ministry Monitoring Plan (MMP)*. The MMP would normally be agreed with the line ministries by February. The MMPs

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will be monitored quarterly beginning in April 2008. A summary report will be presented to the Strategic Planning Committee (SPC).

2. Strategy Review

In 2008, planning will begin for the 2009-2011 MTBP. DSDC plays an important role in ensuring that policy priorities that support the sector and cross-cutting strategies are properly reflected throughout the MTBP process. Before the formal commencement of the MTBP process, the Ministry of Finance and DSDC prepare three presentations for the Strategic Planning Committee: 1. the macroeconomic framework (MoF); 2. Policy Priority Note (DSDC); and 3. MTBP preparation ceilings (MoF).

2a. Strategy Review, Policy Priorities Note for the 2009-2011 MTBP

A Policy Priorities Note is prepared by DSDC, in cooperation with the Ministry of Finance, to assist the Strategic Planning Committee establish 2009-2011 Ministry MTBP expenditure ceilings. The note combines ministry proposals with an analysis completed by DSDC. To guide ministries, instructions will be issued in December 2007 requiring Ministries to identify major new or expanded policy priorities, which have not been fully covered by the MTBP 2008-2010 and are above a minimum financial threshold, that will require additional funding beginning in 2009 and that may influence in their budget ceilings for 2009-2011. The responses will be presented to SPC in early February to determine which should, at this stage of the process, be reflected in the initial MTBP expenditure ceilings. The ceilings are determined by SPC in late February.

2b. Strategy Review, Policy Priorities Note for the 2010-2012 MTBP

This process will follow the same approach as described above for the 2009 -2011 MTBP. However, more time will be provided for preparation of ministry submissions.

3. MTBP Review

3a. Priorities Assessment, Programme Policy Review

As part of the MTBP process, each ministry conducts a Programme Policy Review (PPR) in March following the establishment of the ministry's MTBP 2009-2011 Preparation Ceiling. Here, the policy basis for each program is reviewed and the need for changes determined. This review sets the stage for the preparation of the programme expenditure and investment plan and enables ministries to develop indicative programme budgets. DSDC, in cooperation with the Ministry of Finance and the Ministry of Integration will coordinate the PPR process. DSDC will work with ministries to ensure that the policy priorities set out in the NSDI as well as in the sector and cross-cutting strategies and the in the SAA are reflected in their programme policy statements.

3b. Priorities Assessment, Programme Expenditure and Investment Plan (PEIP)

During the May to June period, ministries submit their PEIPs. These are then reviewed by the Ministry of Finance, DSDC and the Ministry of Integration and presented for debate during the budget negotiations. DSDC will participate in these hearings and question ministries on the delivery of their strategies through the PEIP. Following the conclusion of the budget negotiations, the Ministry of Finance prepares the draft MTBP 2009-2011 for presentation to SPC. As part of these deliberations, DSDC would

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prepare and present an assessment of how well the sector and cross-cutting strategies are reflected in each ministry's PEIP.

3c. Priorities Assessment, State Budget

In principle, there should be little variance between the ministry allocations approved in July and the final allocations in the State Budget when finalized in October. However, if there is a significant variance, DSDC would complete an assessment to determine the impact of these changes on the implementation of the sector and cross-cutting strategies.

4. NSDI Annual Progress Report

The NSDI Annual Progress Report presents progress achieved against 40 high-level indicators. Most of this information is collected through INSTAT or special surveys and only requires a modest amount of ministry input. It is prepared in mid-year and approved in September.

NSDI 2008 CALENDAR

1. Ministry Integrated Plan (MIP)

Month	Day	Institution responsible	Action
February	25	DSDC	DSDC completes drafts of 2008 Ministry Integrated Plans as well as instructions on how to report for 2007 MIPs and sends them to line ministries
	3	DSDC LM	Indicators that will be reported in the 2008 Ministry Monitoring Plans will be discussed
March	17	LM	Ministries bring 2008 MIPs as well as Annual Progress Report based on 2007 MIPs
	24	DSDC	Finalizes 2008 MIPs as well as 2008 Ministry Monitoring Plans
	31	DSDC	2008 MIPs are published as well as 2007 Annual Progress Report
April		SPC	2008 Ministry Monitoring Plans are discussed
July		SPC	The report for 2008 Ministry Monitoring Plans is being prepared
November		SPC	The report for 2008 Ministry Monitoring Plan is being prepared

2. Strategy Review

Month	Day	Action
January	14	Ministries submit officially Policy Priority Summary forms for the 2009-2011 MTBP
February	25	SPC approves top policy priorities (for inclusion in initial MTBP ceilings 2009-2011)
April		DSDC issues instructions for the policy priority for 2010-2012
May		DSDC presents a summary of the link between strategies and the PEIP
October		DSDC identifies strategy issues in the annual budget

3. MTBP Review

Month	Day	Action
January	19	Approval of macroeconomic framework by the SPC
February	25	Approval of the MTBP 2009-2011 budget ceilings by the SPC
May	2	DSDC prepares and sends comments MoF about Program Policy Statements in the framework of the MTBP analysis
	16	Analysis of the MTBP is completed as well as the requests for expenditure from the ministries for the second MTBP phase
	19-30	The second round of discussions for the MTBP is organised, where issues about the link between strategies and PEIP's are raised
June		DSDC presents a summary of strategy implications of PEIP process to SPC
September	15-26	The second round of discussions for the MTBP takes place
October		DSDC identifies strategy implications in the state budget

4. NSDI Annual Progress Report

Month	Day	Action
February		DSDC issues instructions for ministry input into 2006 Progress Report
March		Contribution sent from select institutions
June		Annual Progress Report is finalised
July		The Report is published

European Integration

Key Processes/Products

1. SAA Implementation
 - a) Assessment of the implementation of the “National Plan for the implementation of SAA”
 - b) Reflecting SAA Implementation within the MTBP/Budget Process
 - c) Monitoring the National Plan for the Implementation of the SAA
 - d) European Partnership Agreement and Annual Progress Report
2. Instrument for Pre-Accession (IPA)
 - a. Multi-Annual Indicative Planning Document and 3-Year Framework Agreement
 - b. Finalizing IPA 2008
 - c. Programming IPA 2009
 - d. Decentralization
3. Translation of the *acquis communautaire* into the Albanian Language.

Overview

The Government of Albania will continue to make a major effort to ensure that European integration is fully mainstreamed into the government’s policy and financial planning processes especially during 2008. After finalising the process of SAA ratification by all member states, it is planned that during 2008 the Albanian authorities will hand over the membership application for the EU as well as will follow up with all procedures linked to it.

A number of the time frames set out in the calendars below in some cases are indicative. They will be updated depending on documents or responses from the European Commission for related events.

In addition, in the beginning of 2008 the Ministry of Integration will be developing procedures for the translation of the *acquis communautaire* into the Albanian language, focusing on the translation of primary European legislation that will continue the whole year. Priorities of the translation will be decided by the Ministry of Integration in cooperation with line ministries that are interested.

1. SAA Implementation

1A. Estimation of the implementation of the “National Plan for the implementation of SAA”

The Ministry of Integration will lead a review process of the NPISAA using the EC progress report of November 2007 as well as the new document of the European Partnership. It is foreseen that this year will be a full reassessment of the plan from the content and the designing point of view, in order to ensure a clear understanding and to reflect the new methods of electronic reporting.

1B. Reflecting SAA Implementation within the MTBP/Budget Process

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During the Medium-Term Budget Programme, the line ministries should focus mainly to ensure that the commitments contained in the National Plan for Implementation of the SAA are translated into the MTBP methodology. That is why the calendar of plan reviewing will be aligned with that of MTBP preparation.

1C. Monitoring the National Plan for the Implementation of the SAA

Regular monitoring of the National Plan for the Implementation of the SAA will continue through 2008 on a monthly basis, with quarterly reports provided to the European Commission. Some reporting dates may be adjusted to accommodate the timing of requests from the Commission.

1D. European Partnership Agreement and Annual Progress Report

On November 6, 2007 the European Commission introduced the New European Partnership Agreement along with the Annual Progress Report during Stabilisation-Association process. The Government will establish a revision process for the National Plan for Implementation of the SAA, taking into account the new priorities of the Partnership Agreement. As this step is not definite, no calendar is provided.

2. Instrument for Pre-Accession (IPA)

The CARDS program remains in a project implementation phase and no longer requires any programming activities. Planning and programming with respect to external assistance now occurs exclusively through the Instrument for Pre-Accession (IPA) process.

2A. 2007-09 Multi-Annual Indicative Planning Document

It was finalised during 2007 the new framework agreement for implementing the Instrument for Pre-Accession (IPA) which provides the general rules for beneficent states for the implementation of *communautaire* assistance. It is anticipated that the 2007-09 Multi-Annual Indicative Planning Document (MIPD) will be reviewed in cooperation with European Commission based on priorities of the new Partnership 2007.

2B. Finalization of IPA 2008

After discussing and approving by the IPA Committee of the European Commission of the 2008 IPA program during the third quarter of 2008, the financial agreement for this program will be signed. This will serve as the starting point for implementing projects included in this program.

2C. Programming IPA 2009

The IPA 2009 planning process will be initiated in September 2008. According to the procedures, the list of identified projects will be approved by the SPC and will be presented to the European Commission sometime in February 2009.

2D. Decentralization

Major steps were taken towards Decentralization of *communautaire* assistance in 2007, including the appointment of Sector Programming Officers (SPO) in each ministry of the establishment of CFCU system in the Ministry of Finance. It is anticipated that both the CFCU and SPO system based on fulfilling the requests of European Commission of "Conferral of Management" will be functioning during 2009.

The following is an anticipated calendar and the Ministry of Finance will be in contact with the European delegation based on the complex process of fulfilling the requests for a decentralised management of *communautaire* assistance and the accreditation of CFCU which will be responsible for the procurement, payments to the contractors and disbursement of the funds, monitoring of the contracts, auditing etc.

3. Translation of the *Acquis Communautaire* into the Albanian Language

A key component of the Stabilisation-Association process towards full membership is the translation of the European legislation- ***Acquis Communautaire*** into Albanian. For this purpose, based on the Prime Minister Order Nr. 119 "Procedures of translating European Union legislation into Albanian language and of the Albanian legislation into one of the European Union languages" a department of translating the *Communautaire* legislation will be established near the Ministry of Integration in January 2008, which will manage the process of translating the legislation. The priorities of translation will be defined in cooperation with relevant ministries following regular consultations with European Commission.

1A. Assessment of the implementation of the “National Plan for the implementation of the SAA”

Month	Date	Resp.	Action
March	5-15	Mol LM	Mol distributes instructions and methodology for the review of NPISAA. Establishment of the inter-ministerial working groups for the process of review of the NPISAA. Assessment of the progress made in implementing the obligations of the SAA during the period between July 2007 - February 2008 and analyzing the unfulfilled commitments
	20	LM	Review all the deadlines related to the NPISAA.
		LM	Review institutional responsibilities deriving from the SAA document.
		LM	Review in order to prioritize all the EU legal acts to be transposed on the national law
30	LM	Sector description of external assistance	
April	10	Mol LM	Reassessment of the legal initiatives undertaken by the institutions in the NPISAA
		Mol LM	Reassessment of implementing activities undertaken by the institutions in the NPISAA
	15	Mol LM	Reassessment and definition of administrative capacities needed for each sectoral field
	30	Mol MoF LM	Reassessment and definition of costing in compliance with the Medium term budget process 2009-2011.
		Mol LM	Reassessment of the legal initiatives undertaken by the institutions in the NPISAA
May - June		Mol State Institutions	Official correspondence between Mol and state institutions about transferring the data in the data base system of NPISAA. Sending the final papers to finalise the document
July		Mol	Processing of the data and preparing the final document of NPISAA 2008-2013 for approval by CoM
	4	Mol	Sending the NPISAA 2008-2013 for approval by CoM
		CoM	Approval of Prime Minister Order Nr.577 for “Some changes and additions in the Order Nr. 463 date 5.07.2006 of CoM, for approving the National Plan for SAA Implementation
September	20	Mol	Monitoring of Plan Implementation through the online system

1B. Reflecting SAA Implementation within the MTBP/Budget Process

Month	Day	Resp.	Action
January	14	DSDC LM	Ministries send their priority policy notes for the 2009-2011 MTBP that may reflect European initiatives
	19	SPC	SPC approves macroeconomic framework
February	25	SPC	Approval by the SPC of the 2009-2011 MTBP budget ceilings (affects the implementation of European integration)
	25	MoF	Instructions issued for budget preparation where European integration issues are included
May	2	LM	In the Ministry of Finance are presented: Program Policy Statements, MTBP and additional requests for expenditures of the ministries for the first phase of MTBP including initiatives that are linked to European integration
	2	SPC	The updated macroeconomic framework is discussed and approved
	16	MoF MoI DSDC	MTBP and additional requests for expenditures analysing are completed as a first MTBP phase
	19	MoF MoI DSDC LM	Preparations start for MTBP session discussions
	30	MoF MoI DSDC LM	MTBP session discussions are completed
June	20	MoF	The first MTBP draft is completed
July	10	MoF	Completed guide for budget preparation issued
August	29	SPC	Macro framework updated and budget implications are discussed before presenting the state draft budget for final approval by the CoM
September	1	LM	Revised MTBP requests are presented to the Ministry of Finance for the second MTBP Phase
	12	LM	Preparation for the second cycle of MTBP discussion sessions are completed
	15	MoF MoI DSDC LM	The second cycle of MTBP discussion sessions starts
	26	MoF MoI DSDC LM	The second cycle of MTBP discussion session is completed

1C. Monitoring the National Plan for the Implementation of the SAA

Month	Day	Resp.	Action
January	20	Institutions	monthly SAA implementation monitoring report
February	20	Institutions	monthly SAA implementation monitoring report
March	20	Institutions	monthly SAA implementation monitoring report
	25	MoI	quarterly report to European Commission
April	20	Institutions	monthly SAA implementation monitoring report

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May	20	Institutions	monthly SAA implementation monitoring report
June	20	Institutions	monthly SAA implementation monitoring report
	25	Mol	quarterly report to European Commission
July	20	Institutions	monthly SAA implementation monitoring report
	25	Mol	Albanian progress report on the stabilization association process for the period September 2007 -June 2008
August	20	Institutions	monthly SAA implementation monitoring report
September	20	Institutions	monthly SAA implementation monitoring report
	30		quarterly report to European Commission
October	20	Institutions	monthly SAA implementation monitoring report
November	20	Institutions	monthly SAA implementation monitoring report
		annual report	
December	20	Institutions	monthly SAA implementation monitoring report
	25	Mol	quarterly report to European Commission

*monitoring reports are to be submitted 6 working days after the end of each month

*quarterly reports are submitted to the Commission by mid-month following the end of each quarter

2A. MIPD and finalising IPA 2008

Month	Resp.	Action
February	Mol EC Mol	Reviewing of MIPD 2007-2009
	Mol	Provide to the EC project fiches for the final projects that will be included in the 2008 IPA
February-April	European Commission	Inter-Commission Services consultation
July	European Commission	Approval of 2008 IPA Project Fiches by IPA Committee
November-December	GoA	Approval of IPA 2008 Financing Agreement

2B. Programming IPA 2009*

Month	Resp.	Action
June	Mol	Prepare IPA Programming Calendar
July		Establish working groups for identifying priorities in the framework of the National Plan for the implementation of the SAA and the first list of projects ideas is designed
	Mol	
July-September	Mol DSDC LM	Priorities identified by the Ministry of Integration are discussed with Line Ministries
September	Mol DSDC LM	Consultations with the Line Ministries are completed

* Some dates have not been defined and others might change, following the instructions of the Ministry of Integration

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October	SPC	Approval by the SPC of IPA 2009 Project ideas A.
October	GOA EC	Negotiate approved project ideas
December 2008	LM	Finalization and submission of IPA 2009 project fiches

2D. Decentralization

Month	Resp.	Action
January- February	MoF CFCU	Approval of the new CFCU structure
June- September	MoF CFCU	Assuring Technical Assistance in connection with CFCU
September 2008- September 2009	MoF CFCU	TA implementation, drafting of manuals for the procedures Staff training

3. Translation of the Acquis Communautaire into the Albanian Language

Month	Resp	Action
January	Mol	Establishment (budget and staff) of the translation structure in the Ministry of Integration
February- March	Mol	Drafting of the sublegal acts for the functioning of the Unit and the process of acquis translation
March- April	Mol	Procedures start for selecting the translators and establishing the Special ad-hoc Committee for reviewing the translation
April	Mol	Consultations with line ministries for prioritising acts in order to translate them
May- December	Mol	Translating acqui according to priorities

MACROECONOMIC ANALYSIS

Key Processes/Products

1. Macroeconomic Assessment and Forecast
2. Economic and Fiscal Updates

Overview

1. Macroeconomic Assessment and Forecast

The 2008-2011 Macroeconomic Assessment and Forecast is prepared at the beginning of the year to inform the establishment of strategic priorities, aggregate expenditure, revenue and deficit targets, and ministry MTBP preparation ceilings. The initial forecast is normally presented during December and finalized in middle of January. The assessment and forecast are updated at two key points during the year: in May prior to finalization of the MTBP and MTBP Expenditure Ceilings (taxation measures may also be considered at this time) and September, before the draft State Budget is submitted to Parliament.

Although not on the calendar, the semi-annual missions by the International Monetary Fund can affect macroeconomic policy.

2. Economic and Fiscal Updates/Reports

On a quarterly basis, updates on the country's economic and fiscal performance will be published. These will be prepared within a month following the end of each quarter. In addition, a year-end assessment will be completed before the end of the first quarter. An annual report is provided to the European Commission before the end of November.

MACROECONOMIC ANALYSIS: 2008 CALENDAR

1. Macroeconomic Assessment and Forecast

Month	Day	Resp.	Action
January	4	MoF	Complete internal consultations on macro forecast
	7	MoF	Provide macro forecast for distribution to SPC members
	19	SPC	Approve macroeconomic forecast
April	25	MoF	Provide updated macro forecast to inform MTBP discussions
	28	MoF	Provide updated macro forecast for distribution to SPC
May	2	SPC	The updated macro forecast discussed and approved
August	22	MoF	Provide updated macro forecast to inform MoF review of ministry budget requests
	25	MoF	Provide updated macro forecast for distribution to SPC
	29	SPC	Review updated forecast and budget-related issues prior to submission of draft State Budget for final approval by Council of Ministers
November - December		MoF	Initiate internal consultations on 2009-2011 macro framework

2. Economic and Fiscal Updates/Reports

Month	Day	Action
March		2007 Macroeconomic and Fiscal Assessment
April		Quarterly 2008 Economic and Fiscal Update
July		Quarterly 2008 Economic and Fiscal Update
October		Quarterly 2008 Economic and Fiscal Update
November		Annual Macroeconomic Report to the European Commission

MEDIUM-TERM BUDGET PROGRAMME [MTBP]

Key Processes/Products

2009-2011 MTBP and 2009 State Budget Preparation

Notes:

- MTBP-related dates and actions should be cross-referenced in other sections
- the term “ministry”, which is used throughout the Calendar, will in many cases also apply to independent agencies

Overview

2009-2011 MTBP Preparation and 2009 State Budget Preparation

The first government-wide MTBP was implemented in 2006 for the 2007-09 MTBP/budget. The MTBP itself was provided to Parliament with the State Budget for information. In 2008, the key stages of the MTBP within ministries will once again include:

- government approval of the macroeconomic assessment and forecast;
- establishment of the MTBP Preparation Ceilings;
- completion of the Programme Policy Review(PPR);
- completion of the Programme Expenditure and Investment Plan(PEIP); and
- submission of ministry MTBP Expenditure Request;
- discussion of ministry MTBP requests;
- negotiation sessions with line ministries with participation of Mol and DSDC;
- discussing in the SPC of the first MTBP draft and approving of the updated macro forecast (nr.2);
- distribution of the completed budget instruction for the revised MTBP preparation (second phase);
- reviewing of budget requests by line ministries and providing the second MTBP draft to the Ministry of Finance;
- analysing of ministry budget requests;
- negotiation session with line ministries with participation of Mol and DSDC for the second phase;
- discussing by the SPC of the revised MTBP document and approving of the updated macro forecast (nr. 3);

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- submission to the CoM and to the Parliament of the 2009 annual budget law

The Government will then review and approve the first MTBP draft and the MTBP Expenditure Ceilings by early July. During October the government will review and approve the second MTBP draft and in November the 2009 budget.

In the past, there has been poor continuity between the MTBP and the budget. This situation improved in 2007 although the tight time frames did result in some discrepancy. In 2008, the intention is to have a seamless translation from the MTBP to the budget. In principle, all the key expenditure decisions should be taken through the MTBP approval process and the translation of the MTBP into Ministry Budget Requests should be largely a technical exercise.

MTBP/BUDGET 2008 CALENDAR

2009-2011 MTBP Preparation

Month	Day	Resp.	Action
January	4	MoF	Complete internal consultations on macro forecast
	7	MoF	Provide material to SPC on MTBP Preparation Ceilings
	7	MoF	Provide macro forecast for distribution to SPC members
	19	SPC	Approve macro forecast and 2008 Integrated Planning Calendar
February	18	SPC	Policy Priorities that will affect the defining of the ceilings are approved
	25	SPC	Approval of MTBP preparation ceilings
	25	MoF	Issue Budget Preparation Instructions
April	25	LM	GSBI approves PEIP
	25	MoF	Provide updated macro forecast for information for MTBP sessions
	28	MoF	Provide updated macro forecast to inform SPC meeting
May	2	SPC	Discussing and approval of updated macro framework
	2	LM MoF MoI DSDC	Program Policy Statements, MTBP and additional ministry requests are provided to the Ministry of Finance for the first MTBP phase to be analysed
	16	MoF MoI DSDC	MTBP analysis and ministry expenditure requests completed as a first MTBP phase
	19	LM	Preparations start for MTBP session discussions
	30	MoF MoI DSDC LM	MTBP session discussions are completed
June	20	MoF	The first MTBP draft completed
	25	SPC	The first MTBP draft discussed in the SPC
July	10	MoF	Complementary budget preparation instructions issued
August	22	MoF	Updated macro forecast provided for information to the Ministry of Finance to analyse ministry budget requests
	25	MoF	Updated macro forecast provided to the SPC
	29	SPC	Updated macro forecast and budget implications are discussed before presenting draft state budget for final approval by the CoM
September	1	LM	MTBP Revised expenditure requests are presented to the Ministry of Finance for the second MTBP phase
	12	MoF MoI DSDC	MTBP analysing and ministry expenditure requests is completed as a second MTBP phase
	12	LM	Preparations for the second MTBP negotiation sessions is completed

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	15	MoF MoI DSDC LM	The second round of MTBP negotiation sessions starts
	26	MoF MoI DSDC LM	The second round of MTBP negotiation sessions is completed
October	10	SPC	Prepare material for SPC review, including updated macro
	24	MoF	Submit MTBP for Council of Ministers review
	31	CoM	Council of Ministers review of State Budget/MTBP Document
November	3	MoF	Prepare draft State Budget Law; finalization of MTBP Document
	10	MoF	Submit State Budget with final MTBP Document to Parliament
December		Parliament	Parliament approves State Budget

PUBLIC INVESTMENT [MTBP]

Key Processes, Products

1. New Public Investment Management procedures
2. Integrating Public Investment Management within MTBP

Overview

2007 was a transition year as the new Public Investment Management process was implemented, ministry training provided, and a supporting MIS designed. Just like during 2007, in 2008 training will be offered to the ministries and a new Information Support System (ISS) will be designed.

Public investment planning will then proceed as part of the MTBP/budget process. For example, the MTBP Preparation Ceilings will include a Public Investment Ceiling for each institution. In the calendar below, the key MTBP/budget deadlines are set out. There will be a public investment planning dimension to all of them.

In 2008, more sophisticated planning will be introduced which includes the establishment of a project pipeline and a more explicit linkage to the government's external assistance strategy.

PUBLIC INVESTMENT 2008 CALENDAR

Month	Day	Resp.	Action
February	25	SPC	Determine MTBP Preparation Ceilings including public investment ceilings. Submit draft Public Investment Management process to SPC members
	25	MoF	MTBP instructions will include public investment instructions
May	2	LM	Ministries provide the MoF with Policy Programme Statement for the first MTBP phase as well as ministry additional expenditure requests including public investments
	16	MoF	PEIP discussions completed
	19	MoF MoI DSDC LM	MTBP negotiation sessions start
	30	MoF MoI DSDC LM	MTBP negotiation sessions are completed
June	20	MoF	First MTBP draft is completed including public investments
	25	SPC	First MTBP draft discussed by the SPC
July	10	MoF	Issue complementary Budget Preparation Instructions including public investment instructions
September	1	LM	Submit revised MTBP requests for the second MTBP phase
	12	MoF MoI DSDC	Complete MTBP/expenditure requests for the second MTBP phase
	12	MoF	Complete preparation for second round of MTBP discussions
	15	MoF MoI DSDC LM	Begin second round of MTBP discussions
	26	MoF MoI DSDC LM	Complete second round of MTBP discussions
October	10	MoF	Prepare material for SPC review, including updated macro and revised MTBP document, including public investment issues
	24	MoF	Submit material for Council of Ministers review
	31	CoM	Council of Ministers review of State Budget/revised MTBP Document
November	3	MoF	Prepare draft State Budget Law; finalization of MTBP Document.
	10	MoF	Submit State Budget with final MTBP Document to Parliament

EXTERNAL ASSISTANCE

Key Products/Processes

1. Orientation Document for External Assistance
2. Donor Coordination
3. Paris Declaration: OECD/DAC Survey
4. Establishing New External Assistance Management Procedures

Overview

1. Orientation Document for External Assistance

The Orientation Document for External Assistance will be finalized and launched in early 2008. This document sets out a medium-term plan for ensuring that external assistance reinforces achievement of the sector and cross-cutting strategies. It should also serve as one source of guidance for preparing ministry MTBP submissions.

2. Donor Coordination

There are numerous forms of interaction with donors including two conferences, roundtables, missions, and special programs. In addition, there is ongoing interaction with the Donors' Technical Secretariat and its office and the IPS Support Group, established as a joint body to oversee the \$7 million IPS Trust Fund. With respect to the calendar, dates for the semi-annual conferences are included.

3. Paris Declaration: OECD/DAC Survey

Every two years, each signatory to the Paris Declaration collects the required data for submission to the OECD in preparation for the conference. This year, the supporting 2008 survey was administered in January and the survey will be administered to meet the March 31, 2008 deadline.

4. Establishing New External Assistance Management Procedures

In 2008, DSDC will be developing new external assistance management procedures. These will complement the public investment management procedures approved and implemented in 2007. They will also lead to the establishment of the external assistance MIS, to be coordinated with the development of an MIS to support public investment management.

EXTERNAL ASSISTANCE 2008 CALENDAR

Orientation Document for External Assistance

Month	Day	Action
January		Ministries approve the final document
February		The final document is approved by the SPC

Donor Coordination

Month	Day	Action
January		IPS Support Group meeting
April		IPS Support Group meeting
June		Donor roundtable
October		IPS Support Group meeting

Paris Declaration: OECD/DAC Survey

Month	Day	Action
January		Beginning of survey launched in donor roundtable
		Questionnaires sent to donors/line ministries
February		Questionnaires analysed
March	28	DSDC forwards survey results to OECD
May		Draft report sent by OECD
		Comments from government and donors gathers
September	2	High level conference in Akra for the efficiency of the external aid

Note that there will be no calendar for the fourth activity (new external assistance procedures as we can't be sure yet when these will be finished).

STRATEGIC PLANNING COMMITTEE – TENTATIVE SCHEDULE FOR 2008

Month	Day	Action
January	19	Macroeconomic forecast Integrated Planning System calendar
February	25	MTBP Ministry budget ceilings
		Approval of National Strategy for Development and Integration (NSDI)
April		Reports on 2008 Ministry Monitoring Plans
May	2	Updated macro forecast approved
June	26	First MTBP draft discussed by the SPC
July		Reports on 2008 Ministry Monitoring Plans
August	29	Updated macro forecast and budget implications discussed before presenting draft state budget for final approval by the CoM
October	10	Final MTBP draft discussed including updated macro
		Approval of IPA 2009 project ideas
November		2008 Ministry Monitoring Plans

Note: Meeting dates for the Government Modernization Committee will be set as required throughout the year to review and approve IPS-related methodologies and technical documents.

General Secretary of the Council of Ministers holds regular meetings with General Secretaries of the line ministries every month.