

Handwritten: *14/4/16*

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Handwritten: *14/4/16*

Ref:  
**SECRETARY FOR FINANCE AND ECONOMIC  
DEVELOPMENT**  
New Government Composite Building  
Corner Samora Machel Ave/Fourth Street  
Harare  
Zimbabwe

8 April 2016

**Dr R.C. Ndhlukula**  
Deputy Chief Secretary,  
Office of the President and Cabinet

**Mr. K. M. Chokuda**  
Clerk of Parliament

**Mr. N. Masoka**  
Secretary for Public Service, Labour and Social Welfare

**Mr. M. Rushwaya**  
Secretary for Defence

Secretary for Finance and Economic Development  
Attention: **Mr. I. Mvere**

**Mrs. M. Chiri**  
Auditor General

**Mrs. A. Shonhiwa**  
Secretary for Industry and Commerce

**Mr. R.J. Chitsiko**  
Secretary for Agriculture, Mechanisation and Irrigation Development

**Prof. F.P. Gudyanga**  
Secretary for Mines and Mining Development

RECEIVED  
SECRETARY FOR FINANCE AND ECONOMIC DEVELOPMENT  
12 APR 2016  
P.O. BOX CY 121, CAUSEWAY  
ZIMBABWE

**Mr. P. Mupazviriho**  
Secretary for Environment, Water and Climate

**Mr. M.M. Munodawafa**  
Secretary for Transport and Infrastructural Development

**Amb. J. Bimha**  
Secretary for Foreign Affairs

**Eng. G.S. Mlilo**  
Secretary for Local Government, Public Works and National Housing

**Brig Gen Dr. G. Gwinji**  
Secretary for Health and Child Care

**Dr. S.J. Utete - Masango**  
Secretary for Primary and Secondary Education

**Amb. M. Mapuranga**  
Secretary for Higher & Tertiary Education, Science & Technology  
Development

**Mr. G. Magosvongwe**  
Secretary for Youth, Indigenisation and Economic Empowerment

**Mr. M. Matshiya**  
Secretary for Home Affairs

**Mrs. V. Mabhiza**  
Secretary for Justice, Legal and Parliamentary Affairs

**Mr. G. Charamba**  
Secretary for Information, Media and Broadcasting Services



**Mrs. E. Ndhlovu**  
Secretary for Small and Medium Enterprises and Co-operative Development

**Mr. P. Mbiriri**  
Secretary for Energy and Power Development

**Dr. P. Gumbo**  
Secretary for Women Affairs, Gender and Community Development

**Ms. F. Nhekairo**  
Secretary for Tourism and Hospitality Industry

**Dr. Eng. S.M. Kundishora**  
Secretary for Information Communication Technology, Postal and Courier Services

**Justice. Mrs. R. Makarau**  
Secretary for Judicial Services Commission

**Amb. G. Mutandiro**  
Secretary for Lands and Rural Development

**Mrs. P. Sunguro**  
Secretary to the Public Service Commission

**Dr. G. Chipare**  
Secretary for Sports and Recreation

**Dr. D.M. Sibanda**  
Secretary for Macro-Economic Planning and Investment Promotion

**Brig Gen A.W. Tapfumaneyi**  
Secretary for Welfare Services for War Veterans, War Collaborators, Former Political Detainees and Restricttees

**Dr. T. Chitepo**  
Secretary for Rural Development and Preservation of Cultural Heritage

**Dr. T. P. Mahoso**  
Chief Executive Officer Zimbabwe Media Commission

**Mrs. C. Chigwamba**  
Chief Election Officer Zimbabwe Electoral Commission

**Colonel S. Siziba**  
Secretary for National Prosecuting Authority

**E. Mukutiri**  
Acting Executive Secretary, Zimbabwe Human Rights Commission

**Senior Assistant Commissioner S. Pondo**  
Acting Secretary for Zimbabwe Anti-Corruption Commission

**Ms R.R Kaseke**  
Executive Director, Health Service Board

**Amb. G. Mutandiro**  
Zimbabwe Land Commission

**Dr. T. Chitepo**  
Council of Chiefs

**Mrs. M. Mukahanana-Sangarwe**  
Zimbabwe Gender Commission

**Dr R.C. Ndhlukula**  
National Peace and Reconciliation Commission



# TREASURY CIRCULAR NUMBER 4 OF 2016

## REVIEW OF MOBILE PHONE AND TELEPHONE ALLOWANCES

### *Mobile Phone Allowances*

In view of the current weak state of our Public Finances and also leveraging on the progressive reduction of air time tariffs by service providers, Treasury is reviewing the mobile phone allowances for the following categories, with effect from 1 May 2016:

#### Designation

#### Mobile Phone (Air Time)

	US\$
Permanent Secretary	150
Principal Director	100
Director	75
Deputy Director	30

Further to this, Treasury Circular No.12 of 1997 authorizes Accounting Officers to issue mobile phones to certain members in order for them to fulfill assigned official responsibilities. The respective mobile phone allowance for this group is being reviewed to US\$20.

Where the above beneficiaries incur extra airtime costs above the stipulated limits, the excess charge shall be met from own resources.

### *Landline Phone Allowances*

Given greater reliance on the usage of mobile phones, reimbursement of claims for land line bills should no longer necessary.

This Circular cancels and replaces Treasury Circular No. 1 of 2010.

  
W.L. Manungo

**SECRETARY TO THE TREASURY**

- c.c. Hon P.A Chinamasa, Minister of Finance and Economic Development  
Dr. M.J.M. Sibanda, Chief Secretary to the President and Cabinet  
Mrs M. Chiri, Auditor General