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**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

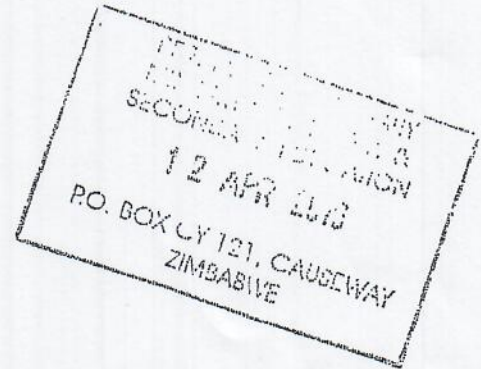
Secretary for Finance and Economic Development
Attention: Mr. I. Mvere

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



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

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. Millo
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

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:

<u>Designation</u>	<u>Mobile Phone (Air Time)</u> 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