

## AGENDA FOR STUDY TRIP ON IT SYSTEMS FOR BUDGET PLANNING IN GEORGIA

April 15<sup>th</sup> – April 18<sup>th</sup>, 2012

### Day 1 – Monday, April 15<sup>th</sup>

Arrival

18:00	<i>Welcome Cocktail at the Hotel</i>
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### Day 2 – Tuesday, April 16<sup>th</sup> GETTING TO KNOW GEORGIAN BUDGET PLANNING SYSTEM

9:00-9:30	<b>Registration and distribution of materials</b>
9:30-9:45	<b>Welcome, introduction to the logistics and the agenda</b> <i>Mr. Giorgi Tabuashvili, First Deputy Minister of Finance of Georgia</i>  <i>PEMPAL Resource Team and Secretariat representatives (Ms. Naida Čaršimamović Vukotić and Ms. Tamara Maisuradze-Simic)</i>
9:45-10:45	<b>Budget System in Georgia (PART 1)</b> <i>Ms. Ekaterine Guntsadze, Deputy Head of Budget Department of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
10:45-11:15	<i>Coffee break</i>
11:15-12:30	<b>Budget System in Georgia (PART 2)</b> <i>Ms. Ekaterine Guntsadze, Deputy Head of Budget Department of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
12:30-14:00	<i>Lunch</i>
14:00-15:00	<b>World Bank's assessment of the public finance sector in Georgia, TBC</b> <i>Ms. Elene Imnadze, Senior Public Sector Specialist, World Bank Office in Georgia</i> <b>Questions and Answers</b>
15:00-15:30	<i>Coffee break</i>
15:30-17:00	<b>Public Financial Management Information System and Treasury Service in Georgia – General Overview</b> <i>Ms. Nino Tchelishvili, Deputy Head of Treasury Service, Treasury Service of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
18:00-20:00	<i>Tbilisi City Tour</i>
20:00	<i>Dinner at the restaurant MEIDANI</i>

**Day 3 – Wednesday, April 17<sup>th</sup> IN-DEPT ANALYSIS OF GEORGIAN IT SYSTEM FOR BUDGET PLANNING.** The idea is to follow the whole budget process (annual budget calendar) in the IT system – from the budget instructions entered by the Ministry of Finance, through Budget Users’ entering budget requests, and to the Ministry of Finance analyzing budget requests, preparing budget documentation to sent to the Government and Parliament and entering budget amendments if necessary.

9:00-10:30	<b>Electronic budget system of Georgia (PART 1): General overview and setting up budget request template</b> <i>Ms. Natia Sirbiladze, Senior Analyst, Research and System Analysis Department of the Financial Analytical Service of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
10:30-11:00	<b>Coffee break</b>
11:00-13:30	<b>Electronic budget system of Georgia (PART 2): Demonstration of budget planning from budget user perspective</b> <i>Ms. Giorgi Nadareishvili, Senior Analyst, Research and System Analysis Department of the Financial Analytical Service of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
13:00-14:00	<b>Lunch</b>
14:00-14:30	<b>Electronic budget system of Georgia (PART 3): Analyzing budget requests, budget adoption and execution process</b> <i>Ms. Giorgi Nadareishvili, Senior Analyst, Research and System Analysis Department of the Financial Analytical Service of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
14:30-15:30	<b>Electronic budget system of Georgia (PART 4): Amendments</b> <i>Ms. Natia Sirbiladze, Senior Analyst, Research and System Analysis Department of the Financial Analytical Service of Ministry of Finance of Georgia</i> <b>Questions and Answers</b>
16:00-18:00	<b>Tour to the Georgian Ministry of Finance</b>
19:00	<b>Dinner hosted by the Georgian Ministry of Finance at the restaurant IN THE SHADOW OF METEKHI</b>

**Day 4 – Thursday, April 18<sup>th</sup>**

9:00-10:30	<b>Croatian IT system for budget planning</b> <i>Ms. Mladenka Karacic, Head of State Accounting Division of State Treasury of Ministry of Finance of Croatia</i> <b>Questions and Answers</b>
10:30-11:00	<b>Coffee break</b>
11:00-12:30	<b>Follow-up meeting of the PEMPAL participants</b> <ul style="list-style-type: none"> <li>• Discussion on lessons learnt from Georgian system</li> <li>• Agreement on preparation of report on IT Study Tour and dissemination to the BCoP membership</li> </ul>
12:30-13:30	<b>Lunch</b>

Departure in the afternoon of April 18<sup>th</sup> or in the morning of April 19<sup>th</sup>. For those staying until April 19<sup>th</sup>, dinner will be provided in the hotel in the evening of April 18<sup>th</sup>. See detailed information in the INFO Letter.