



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Public Sector Budget Parameters Setting

Business, Commerce and Management Studies / Public Administration

Unit Standard 243117 · NQF Level 6 · 10 Credits · 7 Days

COURSE OVERVIEW

This course equips public sector officials with the skills to set and manage budget parameters in alignment with legislative frameworks and organisational strategic objectives. Participants will learn to analyse fiscal policies, determine resource allocation, and ensure compliance with the Public Finance Management Act (PFMA) and relevant treasury regulations.

Category	Business, Commerce and Management Studies
Subfield	Public Administration
Unit Standard	243117
Accreditation	SAQA Accredited · NQF Level 6 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyse the legislative and regulatory framework governing public sector budgeting in South Africa.
- Apply principles of fiscal discipline and strategic alignment to set budget parameters.
- Evaluate revenue projections and expenditure ceilings to determine realistic budget parameters.
- Design processes for stakeholder consultation and approval of budget parameters.
- Implement monitoring mechanisms to ensure adherence to set budget parameters throughout the financial year.
- Demonstrate compliance with the Public Finance Management Act and relevant treasury regulations.

WHO SHOULD ATTEND

- This course is designed for financial managers, budget analysts, and senior administrators in national, provincial, and local government departments who are responsible for budget preparation and parameter setting.

COURSE OUTLINE

Day 1: Introduction to Public Sector Budgeting

- Overview of public financial management in South Africa
- The Constitution and PFMA
- Budget cycle: planning, execution, monitoring, evaluation
- Types of budgets: operational, capital, programme
- Role of Treasury, departments, and oversight bodies

Day 2: Budget Parameters and Fiscal Frameworks

- Concept of budget parameters: ceilings, baselines, priorities
- MTEF: purpose, structure, and implementation
- Fiscal policy: deficit, debt, and sustainability
- Macroeconomic forecasts and their impact on budgets
- Revenue projections and resource envelopes

Day 3: Strategic Planning and Budget Alignment

- Strategic planning in government: vision, mission, goals
- Outcome-based budgeting: linking resources to results
- Performance indicators and budget justifications
- Zero-based budgeting: methodology and application
- Alignment with national, provincial, and local priorities

Day 4: Budget Formulation and Parameter Setting Techniques

- Top-down vs bottom-up budgeting
- Setting budget ceilings: formula-based and discretionary
- Baseline maintenance and adjustment
- Costing techniques: activity-based, unit cost, etc.
- Scenario analysis: best case, worst case, most likely
- Sensitivity testing of assumptions

Day 5: Budget Negotiation, Approval, and Documentation

- Negotiation strategies between departments and Treasury
- Budget documentation: Estimates of National Expenditure
- Role of parliamentary committees and public hearings
- Budget approval process and timelines
- Virements and adjustments: rules and procedures

Day 6: Budget Execution and Monitoring against Parameters

- Budget execution: cash flow management and procurement
- In-year monitoring: monthly and quarterly reports
- Variance analysis: causes and corrective actions
- Performance reporting: service delivery and financial
- Reallocation and reprioritisation mechanisms

Day 7: Evaluation, Review, and Continuous Improvement

- Evaluation frameworks: efficiency, effectiveness, economy
- Role of Auditor-General and audit outcomes
- Budget review process: lessons learned

- Continuous improvement: feedback loops and reforms
- Case studies of budget parameter setting in SA

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 31,000.00	R 31,000.00
1	In-House	R 40,400.00	R 40,400.00
1	On-Campus (Pretoria)	R 46,500.00	R 46,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	18 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	19 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	20 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	20 Aug 2026	On-Campus	Mauritius
13 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa
14 Aug 2026	24 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	25 Aug 2026	On-Campus	Abu Dhabi, UAE
18 Aug 2026	26 Aug 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 243117) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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