Government of Pakistan
Finance Division
(Budget Wing)

F.No.1(6)/SO(TSA)/115/2020

Islamabad, the 18th March, 2022.

OFFICE ORDER

SUBJECT: OPERATIONALIZATION OF TREASURY AND CASH MANAGEMENT UNIT (TCMU) IN FEDERAL TREASURY OFFICE (FTO), ISLAMABAD

In continuation of this Division’s Office Order of even no. dated 19th November, 2020, a Treasury and Cash Management Unit (TCMU) has been operationalized w.e.f 19-11-2020 in Federal Treasury Office, Islamabad under supervision of Joint Secretary (Budget-III) / Head of Department, Federal Treasury Offices (ISB/KHI).

2. Terms of Reference (TORs) of the TCMU are as under:

   1. Preparation of Cash Balance Statement of Federal Govt. reflecting cash position on daily, weekly, monthly, quarterly semi-annually and annual basis.
   2. Preparation of Liquidity Forecasts of Federal Govt. on weekly, monthly, quarterly and semi-annually basis.
   3. Devise mechanism and enable infrastructure for information sharing between Finance Division, Tax/Non-tax Revenue collecting entities/departments (FBR etc.) and spending Ministries / Divisions.
   4. Devise mechanism and enable infrastructure for strengthened coordination between Debt and Cash Management of Federal Govt. i.e between O/o the DG Debt and External Finance Wing, Finance Division.
   5. Manage information flows between Finance Division and SBP.
   6. Cash Management including recording, reconciling and refunding of deposits / funds surrendered through SBP into TSA System under Head of Account C03748 of GFMIS (SAP).
   8. Preparation of sound borrowing and repayment programme / plan.
   9. Submission of reports/data to Finance Division, on daily basis.

3. The above TORs are indicative which will be revised on periodic basis.

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The Federal Treasury Officer,
Federal Treasury Office (FTO),
Islamabad.
Copy to:
1. PS to FS, Finance Division, Islamabad.
2. PS to AFS (Budget), Budget Wing, Finance Division, Islamabad.
3. APS to JS (B-III), Budget Wing, Finance Division, Islamabad.
4. Deputy Secretary (TCM), Budget Wing, Finance Division, Islamabad.

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