

Statutory Instrument No. 95 of 2025

PUBLIC FINANCE MANAGEMENT ACT
(Cap. 54:01)

**PUBLIC FINANCE MANAGEMENT (NATIONAL DISASTER
RELIEF) FUND ORDER, 2025**
(Published on 1st August, 2025)

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IN EXERCISE of the powers conferred on the Minister of Finance by section 38 of the Public Finance Management Act, the following Order is hereby made - -

1. This Order may be cited as the Public Finance Management (National Disaster Relief) Fund Order, 2025. Citation
2. In this Order, unless the context otherwise requires — Interpretation
 - “Accounting Officer” means the Permanent Secretary in the Ministry responsible for state president appointed under paragraph 5;
 - “Committee” means a Management Committee appointed under paragraph 6;
 - “Disaster” means a disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to human, material, economic and environmental losses and impacts; and
 - “Fund” means the Public Finance Management (National Disaster Relief) Fund continued under paragraph 3.
3. The National Disaster Relief Fund established under the National Disaster Relief Fund Order by section 38 (1) of the Act, is hereby continued under a Special Fund known as Public Finance Management (National Disaster Relief) Fund (hereinafter referred to as “the Fund”) and shall continue to exist as if established by this Order. Continuation of Fund established under S.I. No. 20 of 1996
4. The purpose of the Fund is to provide relief assistance to any person affected by disaster. Purpose of Fund

Administration
of Fund

5. (1) The Permanent Secretary in the Ministry responsible for state president shall be the Accounting Officer and he or she shall be responsible for the administration of the Fund in accordance with provisions of this Order.

(2) The Accounting Officer may exercise such powers and perform such duties as may be required for the proper discharge of his or her duties under this Order.

(3) The Accounting Officer may, in writing authorise any other public officer to exercise or perform all or any of the duties required of him or her under this Order.

Management
of Fund

6. (1) The National Committee on Disaster Preparedness established under the National Disaster Relief Fund is hereby continued under the new name of the Management Committee and shall continue as if established under this Order.

(2) The Committee shall be responsible for —

- (a) overseeing the management of the Fund and advising the Accounting Officer;
- (b) recommending to Cabinet through the Accounting Officer the disaster risk reduction strategies for incorporation into the National Development Plan;
- (c) advising the Minister responsible for state president and Cabinet through the Accounting Officer on disaster cases requiring a declaration of a state of disaster;
- (d) reviewing and updating the National Disaster Risk Management Policy documents and recommending changes to Cabinet;
- (e) monitoring disbursements related to disaster relief from the Fund; and
- (f) any other duties as may be approved by the Accounting Officer.

(3) The Committee appointed under subparagraph (1) shall consist of —

- (a) the Deputy Permanent Secretary from the Ministry responsible for state president, who shall be the Chairperson of the Committee;
- (b) a representative at Director level from the Botswana Defence Force;
- (c) a representative at Director level from the Botswana Police Service;
- (d) a representative at Director level from the Botswana Red Cross Society;
- (e) a representative at Director level from the Botswana Council of Non-Governmental Organisations;
- (f) a representative at Director level from Business Botswana;
- (g) a representative at Director level from the Rural Development Council; and
- (h) a representative at Director level from the United Nations Development Programme Country Office.

(4) The National Disaster Management Office shall provide secretarial services to the Committee.

(5) The members of the Committee shall act as focal persons for the sectors they represent and shall ensure that disaster reduction programmes and policies are integrated into their sector's planning processes and operations.

(6) The members of the Committee shall be appointed for a period of three years and shall be eligible for re-appointment for a further term not exceeding three years.

Receipts into
Fund

7. There shall be paid into the Fund —

- (a) such monies as may be appropriated by the National Assembly; and
- (b) donations from persons and organisations as the Minister may approve.

8. There shall be paid from the Fund, monies required for –
- (a) relief items; or
 - (b) reconstruction and repair of shelter for people affected by disaster as the Minister may approve.
9. If the Fund is in surplus at the end of a financial year, such surplus shall remain as part of Fund balance and shall be carried forward into the following financial year.
10. (1) Any monies accruing to the Fund which is not required for immediate use shall be invested in accordance with the objects of the Fund as the Accountant General may direct.
- (2) Income earned from an investment made in accordance with subparagraph (1) shall accrue to the fund.
11. The Accounting Officer shall –
- (a) keep and maintain or cause to be kept and maintained, proper books of accounts and records of all financial transactions, assets and liabilities of the Fund in respect of each financial year;
 - (b) maintain an account into which all receipts into the Fund and all disbursements from the Fund shall be recorded and the monthly reconciliation for the Fund accounts shall be carried out; and
 - (c) prepare, sign and transmit to Accountant General and Auditor-General a statement of income and expenditure and a balance sheet of the Fund in respect of the financial year, containing such information in the manner that the Minister in consultation with Accountant General may direct, within a period of two months after the close of each financial year.
12. The National Disaster Relief Fund Order is hereby revoked.
- Disbursements
from Fund
- Surplus in
Fund
- Investment of
Fund monies
- Accounts of
Fund
- Revocation of
S.I. No. 20 of
1996

MADE this 23rd day of June, 2025.

NDABA NKOSINATHI GAOLATHE,
Minister of Finance.