Ministry of Finance & Treasury   Solomon Islands Government

SIG Finance & Operations
Dynamics 365

NEWSLETTER

Issue 2, 2023   May 2023

In This Issue:

- SIG Budget Planning Implementation
- D365 Refresher Training
- Additional Compliance
- Other D365 Activities
- Budget Module Rollout Schedule
- Reminder Notice
- Contact Detail

Additional Compliance;

The two additional compliance to the requisition approval workflow that were introduced early in March are now fully operational.

These are:

Rental Agreement Compliance;

Compliance of rental agreements by the Housing Division of the Ministry of Lands for rental payments.

Development Budget Compliance;

Compliance of payment requests against the Development Budget by the Strategic Planning Division of the Ministry of National Planning and Aid Coordination.

SIG BUDGET PLANNING IMPLEMENTATION

The Solomon Islands Government (SIG) Financial Management Information System (FMIS), known as D365 has a Budget Planning module which will replace the previous Budget System called, Bert. This means, preparation of SIG's annual budget, from planning to finalization and approval, right to printing of the Budget Document (Brick), will all be done in D365. Schedule of the rollout will coincide with the 2024 Budget Preparation timeline. The project team has completed the configuration and testing of the Budget planning process in D365. Change management consultation and awareness to Ministries and Agencies began in

Budget Planning Change Management Awareness Session with Ministry of Communication and Aviation.

April and ended in May. Training will begin in the month of June, followed by Implementation of this module.

D365 Refresher Training

The FMIS Project team, also facilitated refresher trainings for all requisitioning officers and compliance officers in February and March. In the month of April and May, the Project team took the opportunity to spend an additional hour during the Budget Planning Change Management sessions, to continue on with the refresher trainings with Divisional Heads and Financial Controllers. More refresher training was needed, therefore, refresher training will also be part of the Budget Module training in June. This training will be for all Budget Planning Key Users.

Change Management Awareness and Refresher Training to Divisional Heads and Accounts Officers at Ministry of Education and Human Resource Development.

Other D365 Activities

Apart from the Change Management and Refresher Training sessions throughout the month of April and May, other activities performed during this period were; Enhancements and Improvements to some of the current Reports especially for the Financial Controllers and the Accountant General, completion of the Revenue Management System and the Transport Management System Interface with D365, D365 Licensing and Security configurations, Budget module configuration and testing, Formalization of the D365 templates/forms, attendance to support and refresher training requests from Ministries and Agencies.

Change management awareness and refresher training to Divisional Heads at Ministry of Finance and Treasury.

Change management awareness and refresher training to Ministry of Mines Energy and Rural Electrification.

Handover schedule from the FMIS Project team to FMIS staff at Treasury also began in the month of May.

BUDGET MODULE ROLLOUT SCHEDULE

Tabled below is the updated schedule of the rollout of the Budget Module

Task Name	Duration	Start Date	Finish Date	% Complete
Budget Module Implementation	**356 days**	**Wed. 16 Feb.**	**Wed. 28 Jun.**	**25%**
Finalise budget planning configuration	1 wk	Wed. 16 Feb.	Tue. 22 Feb.	100%
Complete and Finalise Testing	2 wks	Mon. 20 Mar.	Fri. 31 Mar.	90%
Finalise User documentation	1 wk	Mon. 3 Apr.	Fri. 7 Apr.	100%
Conduct Change Management sessions	5 wks	Mon. 10 Apr.	Fri. 12 May	2%
Perform additional configuration	1 wk	Mon. 15 May	Fri. 19 May	0%
Final User acceptance testing	1 wk	Mon. 22 May	Fri. 26 May	0%
Conduct End User Training for Budget Unit	1 day	Mon. 29 May	Mon. 29 May	0%
Conduct End User Training for Ministries	2 days	Tue. 30 May	Wed. 31 May	0%
Rollout Budget Module in Ministries	3 wks	Thu. 1 Jun.	Wed. 21 Jun.	0%
Budget Implementation Review	1 wk	Thu. 22 Jun.	Wed. 28 Jun.	0%

NOTICE: Reminder to all SIG employees

Please inform the FMIS team at the Ministry of Finance and Treasury, if you are transferring to another Ministry or move to another position within your Ministry. It is important to update your employee profile in D365 to avoid issues relating to your user account in D365, if you are a D365 user OR if you are an Imprest Holder.

Contact Details:

If in the meantime you have any feedback, questions or concerns please don't hesitate to contact any of the project team or simply send us an email at fmisupgrade@mof.gov.sb