

Public Accounting Standards of São Tomé and Príncipe - Current and Closing Operations and Accountability

General Objectives:

This course aims to review and update knowledge in public accounting in Sao Tome and Principe and provide participants with the knowledge and techniques to enable them to apply the Official Public Accounting Plan of Sao Tome and Principe, adequately characterizing the same, its accounting systems, accountability and recipients of accounting information at budget and asset level.

Specific Objectives:

At the end of the course trainees will be able to:

- Characterize the Financial Administration and the State Budget in São Tomé and Príncipe;
- Understand the foundations and objectives of the National Public Accounting Plan (PNCP);
- Know the accounting systems provided for in the PNCP;
- Know the methods and techniques necessary for the preparation, interpretation and analysis of financial statements;
- Understand the accountability in the PNCP;
- Carry out all closing and accountability activities.

Recipients:

To all professionals who need to know and apply the National Public Accounting Plan in São Tomé and Príncipe and/or aim at specialization in the area of public accounting.

Duration:

30 Hours

Programmatic Content:

Module I - Financial Administration and the State Budget in São Tomé and Príncipe

- The State Budget:
 - Definition and functions of the budget;
 - Budget preparation techniques;
 - Incremental budgets by nature;
 - Performance or functional budgets;
 - Program budgets;
 - Zero-based budgeting;
 - Activity-based budgeting and budgeting for continuous improvement.
- Budget accounting in budget execution;
- Budgetary Control;
- Central Government Budget Management in São Tomé and Príncipe:
 - The evolution of the financial administration of the State in Sao Tome and Principe and,
 - The reform of public accounting in São Tomé and Príncipe;
 - The current planning and budgeting system in São Tomé and Príncipe:
 - Budgetary framework: principles, rules, classifications and maps;
 - The execution of the budget - Budget accounting;
 - The general account of the state;
 - Budgetary control.

Module II - The National Public Accounting Plan (PNCP) in São Tomé and Príncipe

- Historical evolution of public accounting in São Tomé and Príncipe;
- Conceptual framework:
 - Qualitative characteristics of financial information;
 - Principles;
 - Valuation criteria.

- Technical framework:
 - Study of the overall structure of the class of accounts;
 - The digraphic or double entry method;

Module III - The preparation of financial statements and financial reporting

- The balance sheet;
- The income statement;
- The statement of sources and uses of funds;
- The management account;
- The other budget implementation reports;
- The notes to the financial statements;
- The technical report..